

Memorandum

MIAMI-DADE
COUNTY

Date: May 18, 2006

To: Honorable Bruno Barreiro, Chairperson
and Members, Internal Management and Fiscal
Responsibility Committee

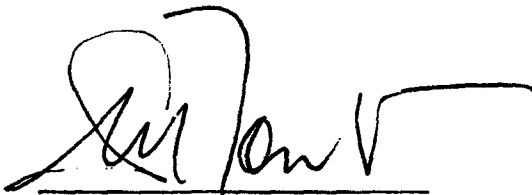
From: George M. Burgess
County Manager

Subject: Departmental Budget Presentations

IMFR
Agenda Item No. 7B

The budget packages before you reflect the initial submission presented by departments for the FY 2006-07 proposed resource allocation plan. Please keep in mind, as you are reviewing the attached, that these documents are still evolving. As you are aware, the Office of Strategic Business Management (OSBM) is currently in the process of meeting with departments to discuss their proposed submissions and budgetary issues. As the departmental resource allocation meetings continue to take place a more in depth analysis is performed by the OSBM. We are prepared, at the committee's request, to provide updated information for the April committee cycle. In addition, department directors are ready to make a two minute presentation on the packages before you today.

Attachments



Assistant County Manager

cmo05606

IMFR
BUDGET WORKSHOP
Agenda Item No. 2A

STRATEGIC BUSINESS MANAGEMENT

1-A

REPORT 22: APRIL COMMITTEE REPORT (Revised)

Department: Strategic Business Management

(\$ in 000s)

Department-wide Issues

/A

Management Planning and Strategy Issues

- 1 Strategic Plan update - ensure staff is in place to begin update by end of FY 2006-07

Performance Improvement Issues

- 1 Hire additional staff to assist with process reviews

Revenue Maximization Issues

- 1 Hire - two special project administrators to assist with Revenue Maximization efforts

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Strategic Business Management

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$2,407	\$2,590	\$3,030	\$3,089	\$3,380	\$3,168	\$4,014	
UMSA	General Fund UMSA	\$1,568	\$2,203	\$1,850	\$2,475	\$2,448	\$2,369	\$2,855	
PROP	Bond Transaction Fees	\$100	\$100	\$150	\$150	\$0	\$0	\$0	
INTERTRNF	Interagency Transfers	\$245	\$736	\$672	\$775	\$557	\$557	\$255	
FED	Carryover	\$2,298	\$776	\$534	\$1,265	\$0	\$465	\$0	
FED	Ryan White Care Act	\$25,386	\$26,561	\$25,754	\$25,540	\$24,551	\$24,551	\$23,999	
TOTAL REVENUE		\$32,004	\$32,966	\$31,990	\$33,294	\$30,936	\$31,110	\$31,123	
EXPENDITURES									
	Salary	\$3,790	\$4,114	\$4,908	\$5,773	\$5,087	\$5,539	\$5,719	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$729	\$983	\$1,219	\$1,166	\$1,325	\$1,281	\$1,310	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$27,462	\$27,848	\$25,839	\$25,840	\$24,486	\$24,160	\$24,037	0
	Capital	\$23	\$21	\$24	\$50	\$38	\$38	\$57	0
TOTAL OPERATING EXPENDITURES		\$32,004	\$32,966	\$31,990	\$32,829	\$30,936	\$31,018	\$31,123	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$32,004	\$32,966	\$31,990	\$32,829	\$30,936	\$31,018	\$31,123	
REVENUES LESS EXPENDITURES									
		\$0	\$0	\$0	\$465	\$0	\$92	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	64	73	78	77	73	70	67	
Full-Time Positions Filled =	63	70	75	73		69		
Part-time FTEs Budgeted =	1	1	1	1	1	1	1	
Temporary FTEs Budgeted =								

Activity: Administration
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$271	\$543	\$787	\$589	\$754	
General Fund UMSA	\$0	\$0	\$127	\$258	\$436	\$379	\$355	
TOTAL REVENUE	\$0	\$0	\$398	\$801	\$1,223	\$968	\$1,109	
EXPENDITURES								
Salary	\$0	\$0	\$334	\$654	\$720	\$1,087	\$864	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$63	\$146	\$202	\$188	\$151	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$1	\$1	\$266	\$50	\$44	0
Capital	\$0	\$0	\$0	\$0	\$35	\$35	\$50	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$398	\$801	\$1,223	\$1,360	\$1,109	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$398	\$801	\$1,223	\$1,360	\$1,109	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$-392	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	0	5	8	10	9	9	
Full-Time Positions Filled =	0	0	5	8		9		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Time taken to process check requests for Community-based Organizations	N/A	N/A	2 wks	1 wk	1 wk	1wk	1wk	ES9-5
Comments/Justification: Ensure Community-based Organizaions receive payment in a timely manner								

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	One Executive Secretary	48	22	0	70	54	16	0	0	No	1	ES9-1

COMMENTS/JUSTIFICATION: This position will be vacant during the last quarter of FY 2005-06 - it is difficult to determine the service level impact at this time

Activity: Annexation and Incorporation
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
General Fund UMSA	\$440	\$628	\$424	\$822	\$792	\$777	\$968	
TOTAL REVENUE	\$440	\$628	\$424	\$822	\$792	\$777	\$968	
EXPENDITURES								
Salary	\$117	\$407	\$306	\$613	\$566	\$555	\$634	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$50	\$174	\$68	\$112	\$126	\$122	\$134	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$45	\$94	\$100	\$100	\$200	0
Capital	\$0	\$0	\$5	\$3	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$167	\$581	\$424	\$822	\$792	\$777	\$968	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$167	\$581	\$424	\$822	\$792	\$777	\$968	
REVENUES LESS EXPENDITURES	\$273	\$47	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	4	6	6	8	6	6	6	
Full-Time Positions Filled =	4	4	6	7		6		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	Desired Outcomes
Negotiate and execute service contracts with municipalities to offset potential revenue loss as a result of incorporation and annexation efforts, aggressively promoting our police, fire, and library services			2	4	4	4	4	ES8-2
Comments/Justification: Annexation and incorporation efforts have created a potential for loss of revenue - the division is responsible for contracting with newly incorporating and annexing cities promoting County services thus reducing the potential for loss of revenue								

Activity: Management and Budget
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,535	\$1,487	\$1,736	\$1,336	\$1,200	\$1,200	\$1,622	
General Fund UMSA	\$659	\$1,011	\$817	\$822	\$564	\$564	\$763	
Bond Transaction Fees	\$100	\$100	\$150	\$150	\$0	\$0	\$0	
Interagency Transfers	\$245	\$616	\$672	\$775	\$557	\$557	\$255	
TOTAL REVENUE	\$2,539	\$3,214	\$3,375	\$3,083	\$2,321	\$2,321	\$2,640	
EXPENDITURES								
Salary	\$2,092	\$2,321	\$2,569	\$2,488	\$1,687	\$1,803	\$1,907	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$346	\$482	\$683	\$463	\$384	\$365	\$425	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$169	\$444	\$118	\$119	\$250	\$153	\$308	0
Capital	\$10	\$7	\$5	\$13	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$2,617	\$3,254	\$3,375	\$3,083	\$2,321	\$2,321	\$2,640	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$2,617	\$3,254	\$3,375	\$3,083	\$2,321	\$2,321	\$2,640	
REVENUES LESS EXPENDITURES	\$-78	\$-40	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	27	29	24	23	23	23	21	
Full-Time Positions Filled =	27	29	24	23		23		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Emergency Contingency Reserve Balance	N/A	N/A	11000	25000	38000	38000		ES8-1
Comments/Justification: Maintain Healty Reserves								
Governmmnet Financial Officers Association Award - average score	N/A	3.0	3.3	3.3	3.3	3.4	3.4	ES8-1
Comments/Justification: GFOA scores are reflective of previous years's budget efforts								

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	One CRA Program Coordinator - position transferred to the Community Redevelopment Office	64	30	0	94	66	28	0	0	Yes	1	ES8-2

COMMENTS/JUSTIFICATION: Position was transferred to the Community Redevelopment Office - this position administers and supports the CRA functions Countywide

2	One Budget Analyst 3 position - position transferred to the Community Redevelopment Office	56	26	0	82	63	19	0	0	Yes	1	ES8-2
---	--	----	----	---	----	----	----	---	---	-----	---	-------

COMMENTS/JUSTIFICATION: Position was transferred to the Community Redevelopment Office - this position assists the program coordinator with CRA functions Countywide

3	One Sr. Budget Analyst	87	41	128	256	104	24	0	0	No	1	ES8-2
---	------------------------	----	----	-----	-----	-----	----	---	---	----	---	-------

COMMENTS/JUSTIFICATION: The position is currently vacant - however the service level impact associated with the elimination of this position may result in delays in providing requested information

Activity: Management Planning and Strategy
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$101	\$241	\$315	\$355	\$355	\$573	
General Fund UMSA	\$0	\$55	\$113	\$149	\$167	\$167	\$269	
TOTAL REVENUE	\$0	\$156	\$354	\$464	\$522	\$522	\$842	
EXPENDITURES								
Salary	\$0	\$0	\$240	\$335	\$319	\$307	\$421	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$46	\$62	\$78	\$76	\$89	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$65	\$43	\$125	\$139	\$332	0
Capital	\$0	\$0	\$3	\$24	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$354	\$464	\$522	\$522	\$842	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$354	\$464	\$522	\$522	\$842	
REVENUES LESS EXPENDITURES	\$0	\$156	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	2	3	3	3	4	4	
Full-Time Positions Filled =	0	2	3	3		4		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Personnel Trained in the Active Strategy System	N/A	N/A	N/A	338	500	500	600	ES9-2

Comments/Justification: Currently our goal is to have complete our "Train the Trainer" portion so they in turn can deploy the training throughout their departments

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	One management consultant - additional resources are needed to assist with Countywide Strategic Plan update	41	19	3	63	42	18	3	0	No	No	1	ES9-3

COMMENTS/JUSTIFICATION: Due to the amount of work involved in the strategic plan update, it is necessary to designate a person to assist in the coordination and gathering of information

2	One management consultant - additional resources necessary to assist MPS activities including updating the Countywide Strategic Plan and implementing other performance management initiatives	56	26	0	82	64	18	0	0	No	Yes	1	ES9-2
---	--	----	----	---	----	----	----	---	---	----	-----	---	-------

COMMENTS/JUSTIFICATION: Due to the amount of work involved with the ASE system, other performance initiatives, and the Countywide Strategic Plan update, additional resources are needed

Activity: Performance Improvement

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$872	\$812	\$590	\$609	\$645	\$642	\$679	
General Fund UMSA	\$469	\$437	\$278	\$288	\$304	\$302	\$319	
Interagency Transfers	\$0	\$120	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$1,341	\$1,369	\$868	\$897	\$949	\$944	\$998	
EXPENDITURES								
Salary	\$1,159	\$896	\$667	\$725	\$728	\$736	\$779	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$200	\$176	\$168	\$145	\$186	\$188	\$194	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$168	\$711	\$30	\$24	\$35	\$20	\$25	0
Capital	\$9	\$11	\$3	\$3	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$1,536	\$1,794	\$868	\$897	\$949	\$944	\$998	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,536	\$1,794	\$868	\$897	\$949	\$944	\$998	
REVENUES LESS EXPENDITURES	\$-195	\$-425	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	18	18	17	13	10	10	9	
Full-Time Positions Filled =	17	17	14	10		9		
Part-time FTEs Budgeted =	1	1	1	1	1	1	1	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percentage of departments shopped per year	N/A	50	50	50	50	50	75	ES1-2

Comments/Justification: Assess effectiveness of the delivery of County Services through customer feedback

Average number of days for review of Administrative Orders submitted	N/A	N/A	4	4	4	4	4	ES9-5
--	-----	-----	---	---	---	---	---	-------

Comments/Justification: Ensure updated information is available to County intranet users

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
3	Hire - Management Consultant to assist with process reviews	41	19	0	60	42	18	0	0	No	No	0	ES9-4

COMMENTS/JUSTIFICATION: As more process reviews take place additional resources are need to properly analyze and make positive recommendations

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	One Management Consultant position	45	21	0	66	49	17	0	0	No	1	ES9-1

COMMENTS/JUSTIFICATION: Position is currently vacant however elimination of position may result in delay of work products

Activity: Revenue Maximization
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$190	\$192	\$286	\$393	\$382	\$386	
General Fund UMSA	\$0	\$72	\$91	\$136	\$185	\$180	\$181	
TOTAL REVENUE	\$0	\$262	\$283	\$422	\$578	\$562	\$567	
EXPENDITURES								
Salary	\$0	\$0	\$235	\$329	\$441	\$425	\$435	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$46	\$65	\$102	\$95	\$99	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$2	\$28	\$35	\$23	\$33	0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$283	\$422	\$578	\$543	\$567	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$283	\$422	\$578	\$543	\$567	
REVENUES LESS EXPENDITURES	\$0	\$262	\$0	\$0	\$0	\$19	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	3	7	5	5	5	5	
Full-Time Positions Filled =	0	3	7	5		5		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Total funding applied for by County departments and affiliated agencies	N/A	N/A	N/A	N/A				ES8-1
Comments/Justification: All funding applied for by County departments and affiliated agencies during a FY								
Total funding received								ES8-1
Comments/Justification: All funding received by County departments and affiliated agencies during a FY								
Percent of satisfactory rating received from County Departments and/or Community-based Organizations on quality to grants training provided	N/A	N/A	N/A	95%	95%	95%	95%	ES8-2
Comments/Justification: Indicates satisfaction of grant training sessions held with County Departments and/or Community-based organizations								
Grant dollars received by the County as part of OSBM revenue enhancement activities and support to departments (\$ in millions)	n/a	n/a	\$6.7	\$32.5	\$25.8	\$25.8	\$40.0	ES8-1
Comments/Justification: Reflects funding received through February 2006								
Respondents expressing satisfaction with grant writing and technical assistance training (Community-based Organizations, District and Department workshops)	n/a	n/a	90%	95%	97.5%	97.5%	98%	ES8-2
Comments/Justification: Percent depicts percent of above satisfactory ratings by participants of the OSBM grant writing and technical assistance training sessions								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
4	Hire - three Special Project Administrators to assist with Revenue Maximization efforts countywide	149	70	0	219	146	73	0	0	No	No	3	ES8-2

COMMENTS/JUSTIFICATION: Revenue Maximization efforts have become a priority for the County requiring additional resources

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	One - Grant Specialist	48	23	0	71	54	17	0	0	No	1	ES8-2

COMMENTS/JUSTIFICATION: Position is currently vacant - elimination of this position may delay the revenue maximization efforts Countywide

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$2,298	\$776	\$534	\$1,265	\$0	\$465	\$0	
Ryan White Care Act	\$25,386	\$26,561	\$25,754	\$25,540	\$24,551	\$24,551	\$23,999	
TOTAL REVENUE	\$27,684	\$27,337	\$26,288	\$26,805	\$24,551	\$25,016	\$23,999	
EXPENDITURES								
Salary	\$422	\$490	\$557	\$629	\$626	\$626	\$679	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$133	\$151	\$145	\$173	\$247	\$247	\$218	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$27,125	\$26,693	\$25,578	\$25,531	\$23,675	\$23,675	\$23,095	0
Capital	\$4	\$3	\$8	\$7	\$3	\$3	\$7	0
TOTAL OPERATING EXPENDITURES	\$27,684	\$27,337	\$26,288	\$26,340	\$24,551	\$24,551	\$23,999	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$27,684	\$27,337	\$26,288	\$26,340	\$24,551	\$24,551	\$23,999	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$465	\$0	\$465	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	15	15	16	17	16	13	13	
Full-Time Positions Filled =	15	15	16	17		13		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Total number of unduplicated HIV+ clients served by Ryan White Title 1 Program	n/a	n/a	11500	11232	10632	10200	10398	HH4-4
Comments/Justification: Figures reflect a reduction in clients served due to reductions in federal funding								
HIV positive people who were connected to treatment for the first time or reconnected to care as a result of Ryan White Title 1 outreach efforts	n/a	n/a	n/a	234	146	140	143	HH4-4
Comments/Justification: Figures reflect a reduction in clients connected or reconnected to care and treatment due to reductions in federal funding								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Senior Auditor Position - long-term vacant	58	27	0	85	65	20	0	0	No	1	HH4-1

COMMENTS/JUSTIFICATION: Due to continued reduction in federal funding this position will not be filled

2	Contract Officer Position	29	13	0	42	29	13	0	0	No	1	HH4-1
---	---------------------------	----	----	---	----	----	----	---	---	----	---	-------

COMMENTS/JUSTIFICATION: Due to continued reduction in federal funding this position will not be filled

3	Account Clerk Position	16	7	0	23	13	10	0	0	No	1	HH4-1
---	------------------------	----	---	---	----	----	----	---	---	----	---	-------

COMMENTS/JUSTIFICATION: Due to continued reduction in federal funding this position will not be filled

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Strategic Business Management

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM STRATEGIC BUSINESS MANAGEMENT

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO STRATEGIC BUSINESS MANAGEMENT

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Finance	Salary Reimbursement	Yes	\$30	\$30	\$30	\$30	\$30	\$30	\$30
Metropolitan Planning Organization	Salary Reimbursement	Yes	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Strategic Business Management	Ryan White - Salary Reimbursement	Yes	\$30	\$30	\$30	\$30	\$30	\$30	\$30
Total Transfer from other Departments			\$110	\$110	\$110	\$110	\$110	\$110	\$110

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Strategic Business Management

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Legal Notices	31410 and 21030	\$0	\$0	\$43	\$97	\$100	\$78	\$81
Travel Costs	31210	\$11	\$24	\$58	\$27	\$40	\$44	\$40
Ryan White Grant (Federal Funding)		\$25,386	\$26,693	\$25,578	\$25,983	\$23,561	\$24,026	\$23,999

**COMMISSION ON ETHICS AND
PUBLIC TRUST**

REPORT 22: APRIL COMMITTEE REPORT (Revised)
Department: Commission on Ethics and Public Trust
(\$ in 000s)

Department-wide Issues

I/A

Commission on Ethics and Public Trust Issues

- 1 Departmental office relocation
- 2 Campaign Audit update
- 3 Ethics Board Training Update (3 month extension)
- 4 On-line Ethics Training update
- 5 Legal Counsel
- 6 "Brown Bag Lunch" forums and various ethics conferences
- 7 Ethics Training for upper level management
- 8 New ISYS Tracking system
- 9 Conference sponsorships

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Commission on Ethics and Public Trust

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$0	\$0	\$0	\$1,550	\$1,913	\$1,913	\$1,953	
PROP	Carryover	\$0	\$0	\$0	\$167	\$0	\$46	\$127	
PROP	Lobbyist Trust Fund	\$0	\$0	\$0	\$77	\$25	\$25	\$25	
TOTAL REVENUE		\$0	\$0	\$0	\$1,794	\$1,938	\$1,984	\$2,105	
EXPENDITURES									
	Salary	\$0	\$0	\$0	\$960	\$1,389	\$1,253	\$1,499	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$0	\$0	\$0	\$335	\$317	\$297	\$337	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$0	\$0	\$0	\$447	\$221	\$294	\$258	0
	Capital	\$0	\$0	\$0	\$6	\$11	\$13	\$11	0
TOTAL OPERATING EXPENDITURES		\$0	\$0	\$0	\$1,748	\$1,938	\$1,857	\$2,105	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$0	\$0	\$0	\$1,748	\$1,938	\$1,857	\$2,105	
REVENUES LESS EXPENDITURES		\$0	\$0	\$0	\$46	\$0	\$127	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	0	0	0	16	16	16	16	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Commission on Ethics and Public Trust

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$0	\$0	\$0	\$167	\$0	\$46	\$127	
Lobbyist Trust Fund	\$0	\$0	\$0	\$77	\$25	\$25	\$25	
TOTAL REVENUE	\$0	\$0	\$0	\$244	\$25	\$71	\$152	
EXPENDITURES								
Salary	\$0	\$0	\$0	\$960	\$1,389	\$1,253	\$1,499	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$0	\$335	\$317	\$297	\$337	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$447	\$221	\$294	\$258	0
Capital	\$0	\$0	\$0	\$6	\$11	\$13	\$11	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$1,748	\$1,938	\$1,857	\$2,105	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$1,748	\$1,938	\$1,857	\$2,105	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$-1,504	\$-1,913	\$-1,786	\$-1,953	

(B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	0	0	16	16	16	16	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	Desired Outcomes
Number of complaints filed	N/A	N/A	53	32	60	35	45	ES2-3
Comments/Justification: Number of complaints filed by citizens, County employees, and municipalities requesting ethics investigation violations								
Number of requests for opinions and inquiries filed	N/A	N/A	378	316	385	320	330	ES2-3
Comments/Justification: Number of request for opinions and inquiries filed by citizens, that are received by the Ethics Commission and handle by staff for a final opinion								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Auditor	88	0	0	88	65	16	5	2	No	No	1	ES9-4

COMMENTS/JUSTIFICATION: Possible increase in investigative cases a result of a potential legislative proposal by the Mayor requesting additional audit investigations by the Ethics staff

2	Marketing Coordinator	59	0	0	59	35	9	13	2	No	No	1	ES2-3
---	-----------------------	----	---	---	----	----	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Increase the community's awareness about the Conflict of Interest and Code of Ethics Laws; will work on the proposed "Brown Bag" Luncheon forums; preparation for sponsored conference; includes the printing of various informational materials to be distributed at various ethics conferences and proposed "Brown Bag" Lunch forums; Ethics "Hotline" posters to be distributed on Metrorail, Metro-Buses, and other local government buildings

3	Part-time support staff	25	0	0	25	20	3	2	0	No	No	0	ES1-1
---	-------------------------	----	---	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: To assist with the increasing workload of the office; and with the inputting of data in the new database tracking system "ISYS"

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Miscellaneous operating reductions	16	0	0	16	0	0	16	0	No	0	ES2-3

COMMENTS/JUSTIFICATION: Line item reductions include: travel, registration, printing, office supplies, training etc

PAYMENTS TO AND FROM OTHER DEPARTMENTS
 Department: Commission on Ethics and Public Trust
 (\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM COMMISSION ON ETHICS AND PUBLIC TRUST

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO COMMISSION ON ETHICS AND PUBLIC TRUST

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Office of the Clerk	Lobbyist Trust Fund	No	\$0	\$0	\$0	\$100	\$25	\$25	\$25
Total Transfer from other Departments			\$0	\$0	\$0	\$100	\$25	\$25	\$25

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
 Department: Commission on Ethics and Public Trust

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Travel	31210	\$0	\$0	\$0	\$4	\$10	\$5	\$7
Inservice Training	32010	\$0	\$0	\$0	\$1	\$3	\$2	

PROCUREMENT

Department: Procurement Management

(\$ in 000s)

Department-wide Issues

- 1 Continue to implement initiatives outlined in the Procurement Process Improvement Plan. This implementation is both departmental and countywide initiative.
- 2 Proposal to obtain a list of major upcoming acquisitions from large departments to: a) assist in managing workload b) enhance current acquisition planning process c) fine tune UAP projections
- 3 The need for a modern improved technology solution continues to be a priority. This solution would automate procurement tasks, including the receipt of electronic bids and e-catalog purchasing; and address Board mandates that DPM track, monitor and report vendor performance (R342-04) and track every step of the solicitation process (R442-04) (Capital Budget request).
- 4 Pending request for approval of .NET conversion (\$107K) to ASP.NET for maintenance of the DPM website.
- 5 PATC Requests: Eight (8) positions (\$521K); Training (\$88K) and ADPICS enhancements (\$414K) to enhance current operations and to improve competencies of staff.
- 6 Capital Budget Request - Need for an EDMS Document Storage (\$92K) application to digitize paper documents for easy access, storage and retrieval and Bids Receipt/Training Room (\$47K).
- 7 The current staffing level for the DPM Transit Unit is under review. The analysis will be finalized upon receipt from MDT of upcoming projects.
- 8 Increase in salaries from FY 05-06 to FY 06-07 averages 5%. Thirty three (33) employees are at their maximum pay step for FY 06-07.

Administration Issues

- 1 Revenue Assumptions FY 06-07: General Funds will remain at \$1.5 million; UAP projected at \$6.2 million; and Carryover Funds from FY 05-06 projected at \$1.9 million. Revenue Reserves \$286K

Bids and Contracts Issues

- 1 As part of the County's implementation of the Procurement Process Improvement Project 4 overage positions (Procurement Contracting Agents) were added in FY 05-06 to facilitate this implementation.
- 2 An out-stationed senior procurement contracting agent position currently funded by the Performing Art Center (PAC) will be partially funded in next year budget until January 2007 and will be transferred back to the department to work on other procurement projects (\$28,000)

Transit's Invitation to Bid & Request for Proposal Issues

- 1 Total cost of unit reimbursed by MDT, therefore no expenses are reflected in the DPM budget.
- 2 Expect to complete an analysis of MDT projects to determine need for additional staff. Two (2) additional positions is forecasted to handle increase transit solicitations in FY 06-07 - One Sr. Procurement Contracting Agent and one Procurement Contracting Technician. The final proposal to be discussed with MDT.

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Procurement Management

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$4,028	\$4,029	\$4,513	\$3,688	\$1,014	\$1,014	\$420	
UMSA	General Fund UMSA	\$2,167	\$2,169	\$2,128	\$1,736	\$478	\$478	\$198	
PROP	Carryover	\$0	\$48	\$88	\$167	\$2,083	\$3,234	\$2,322	
PROP	Miscellaneous Revenues	\$39	\$13	\$0	\$15	\$5	\$10	\$5	
PROP	Surcharge Revenues	\$225	\$142	\$78	\$14	\$30	\$6	\$10	
PROP	User Access Program Fees	\$0	\$0	\$973	\$5,295	\$5,223	\$6,341	\$6,233	
INTERTRNF	Capital Working Fund	\$0	\$503	\$118	\$125	\$0	\$0	\$0	
INTERTRNF	Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE		\$6,459	\$6,904	\$7,898	\$11,040	\$8,833	\$11,083	\$9,188	
EXPENDITURES									
	Salary	\$4,286	\$4,613	\$5,475	\$5,289	\$6,182	\$6,002	\$6,269	0
	Overtime Salary	\$6	\$8	\$6	\$18	\$11	\$20	\$14	
	Fringe	\$977	\$1,052	\$1,364	\$1,385	\$1,666	\$1,658	\$1,964	0
	Overtime Fringe	\$0	\$0	\$1	\$2	\$2	\$2	\$2	
	Other Operating	\$1,045	\$1,008	\$812	\$1,036	\$927	\$1,033	\$912	0
	Capital	\$97	\$135	\$73	\$76	\$45	\$46	\$27	0
TOTAL OPERATING EXPENDITURES		\$6,411	\$6,816	\$7,731	\$7,806	\$8,833	\$8,761	\$9,188	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$6,411	\$6,816	\$7,731	\$7,806	\$8,833	\$8,761	\$9,188	
REVENUES LESS EXPENDITURES									
		\$48	\$88	\$167	\$3,234	\$0	\$2,322	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	109	112	102	96	105	109	109	
Full-Time Positions Filled =	99	98	90	87		109		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		3.97	0.8	1.28	1.31	0	1.39	

Activity: Administration
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$568	\$344	\$594	\$368	\$90	\$90	\$-185	
Carryover	\$0	\$48	\$88	\$167	\$394	\$1,545	\$1,963	
Miscellaneous Revenues	\$0	\$0	\$-6	\$0	\$5	\$8	\$0	
Surcharge Revenues	\$0	\$142	\$0	\$0	\$0	\$0	\$0	
User Access Program Fees	\$0	\$0	\$365	\$3,609	\$983	\$2,210	\$52	
Capital Working Fund	\$0	\$488	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$568	\$1,022	\$1,041	\$4,144	\$1,472	\$3,853	\$1,830	
EXPENDITURES								
Salary	\$1,071	\$1,064	\$1,307	\$1,144	\$1,258	\$1,190	\$940	0
Overtime Salary	\$1	\$2	\$1	\$2	\$1	\$3	\$2	
Fringe	\$235	\$235	\$318	\$270	\$306	\$321	\$447	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$204	\$167	\$438	\$208	\$78	\$187	\$22	0
Capital	\$65	\$105	\$65	\$64	\$20	\$21	\$27	0
TOTAL OPERATING EXPENDITURES	\$1,576	\$1,573	\$2,129	\$1,688	\$1,663	\$1,722	\$1,438	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,576	\$1,573	\$2,129	\$1,688	\$1,663	\$1,722	\$1,438	
REVENUES LESS EXPENDITURES	\$-1,008	\$-551	\$-1,088	\$2,456	\$-191	\$2,131	\$392	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	All
Full-Time Positions Budgeted =	16	17	18	16	17	16	16	
Full-Time Positions Filled =	14	17	17	14		16		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		1.54				0	0	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	Desired Outcomes
Number of participants in training and professional development events		258	399	558	342	590	590	ES3-1

Comments/Justification: Provide training and professional development for procurement and support staff, through: a) In-house workshops and County provided training, including Ethics, Specification Writing, Focused Workshops, Microsoft and Supervisory Certification. b) Outside agencies specializing in purchasing, negotiations, market research and other procurement related subjects c) Specialized training modules developed on behalf of DPM

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	Accountant 2	0	0	43	43	31	9	2	1	No	No	1	ES3-1

COMMENTS/JUSTIFICATION: The current Small Purchase Order (SPO) limit is \$10,000 and Administrative order 3-38 requires DPM to audit and monitor its use to ensure there is no abuse of the authority * In fiscal year 2005, departments issued 11,620 SPO transactions valued at approximately \$20 million. * Spot audit have not been adequately performed in the past due to a lack of staffing and the high administrative workload for the two positions responsible for department wide fiscal operations. * Sampling of SPO use revealed the need to continuously audit and monitor SPOs, research purchases and payments, notify departments of non-compliance, monitor for corrective actions and consolidate contracts, where economical. * SPO management will become more critical if the Board increases the SPO limit to \$25,000 as recommended. This recommendation was made with the proviso that DPM will increase vigilance. The position will: * Perform UAP billing, review and analyze UAP revenues and payments and prepare monthly and quarterly management reports. * Prepare UAP billings on behalf of municipalities or quasi governmental agencies unable to deduct the UAP discount from vendor invoices * Respond to frequently asked questions from vendors, non-County agencies and user departments regarding the application of the UAP, billings and contract information * Manage the ActiveStrategy Enterprise database and track business performance against targets * Review and analyze Direct Payments made outside of the ADPICS tracking system * Manage and reconcile emergency purchases made via credit cards during declared emergencies for FEMA reimbursement claims

4	Training	0	0	20	20	0	0	20	0	No	No	0	ES3-1
---	----------	---	---	----	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Additional training is needed to strengthen professional proficiencies * The base training budget for FY 06-07 is \$57,300. This allows for an average of 5 training events per employee (590 attendees events) * Additional training is requested (\$87,500) to enhance the planned training program for and additional 214 attendee events or 2 additional training events per employee. * Additional training includes various courses offered by outside agencies focusing on purchasing, negotiations, market research, other procurement related subjects and, Microsoft Word, Excel and Access. * Of the additional 214 attendee event approximately 47 for this Unit.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$876	\$878	\$774	\$715	\$188	\$188	\$188	
Carryover	\$0	\$0	\$0	\$0	\$804	\$804	\$359	
Miscellaneous Revenues	\$39	\$12	\$6	\$13	\$0	\$2	\$5	
Surcharge Revenues	\$225	\$0	\$78	\$14	\$30	\$6	\$10	
User Access Program Fees	\$0	\$0	\$352	\$816	\$2,060	\$2,084	\$2,891	
Capital Working Fund	\$0	\$3	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$1,140	\$893	\$1,210	\$1,558	\$3,082	\$3,084	\$3,453	
EXPENDITURES								
Salary	\$2,015	\$1,842	\$2,151	\$2,303	\$2,576	\$2,526	\$2,774	0
Overtime Salary	\$1	\$3	\$0	\$3	\$3	\$9	\$5	
Fringe	\$469	\$429	\$545	\$591	\$718	\$692	\$779	0
Overtime Fringe	\$0	\$0	\$0	\$1	\$1	\$1	\$1	
Other Operating	\$270	\$244	\$156	\$174	\$181	\$254	\$294	0
Capital	\$11	\$6	\$3	\$5	\$3	\$2	\$0	0
TOTAL OPERATING EXPENDITURES	\$2,766	\$2,524	\$2,855	\$3,077	\$3,482	\$3,484	\$3,853	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$2,766	\$2,524	\$2,855	\$3,077	\$3,482	\$3,484	\$3,853	
REVENUES LESS EXPENDITURES	\$-1,626	\$-1,631	\$-1,645	\$-1,519	\$-400	\$-400	\$-400	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	54	47	44	39	43	47	47	
Full-Time Positions Filled =	49	43	37	37		47		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		1.79	0.06	0.48		0	0.95	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Processing Time in calendar days (contracts over \$1 M)	N/A	307	411	285	329	215	200	ES3-1

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations

Processing Time in calendar days (contracts under \$1 M)	N/A	300	201	129	142	100	100	ES3-1
--	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: PROPOSE TO REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award FY 05-06 and FY 06-07 projections assume: *Full staffing levels *Some legislative changes are approved to shorten cycle time: *Full implementation of the Expedited Procurement Program *Full implementation of the Step by Step Review recommendations

Invitation to Bid (ITB) contracts managed	N/A	432	573	830	760	865	890	ES3-1
---	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: Workload for FY 2003 and FY 2004 was computed using the number of active contracts for the year. Recognizing that workload encompasses all contract actions, including maintenance of contracts expiring beyond the fiscal year, the workload reported for FY 2005 and projected for future years includes all active contracts. It should also be noted that reported workload does not include one-time purchases, contract modifications and solicitations assigned to staff that are pending award. One-time purchases averages 177 annually.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Four (4) Procurement Contracting Agent	0	0	169	169	122	37	5	5	Yes	Yes	4	ES3-1

COMMENTS/JUSTIFICATION: Four (4) overages necessary to implement the Procurement Process Improvements.

4	Training	0	0	46	46	0	0	46	0	No	No	0	ES3-1
---	----------	---	---	----	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Additional training is needed to strengthen professional proficiencies * The base training budget for FY 06-07 is \$57,300. This allows for an average of 5 training events per employee (590 attendees events) * Additional training is requested (\$87,500) to enhance the planned training program for and additional 214 attendee events or 2 additional training events per employee. * Additional training includes various courses offered by outside agencies focusing on purchasing, negotiations, market research, other procurement related subjects and, Microsoft Word, Excel and Access. * Of the additional 214 attendee event approximately 125 for this Unit.

5	Procurement Contracting Technician (B & C)	0	0	38	38	27	8	2	1	No	No	1	ES3-1
---	--	---	---	----	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Situation: As of FY 05, the Bids and Contracts Unit workload increased by 92% over the FY 03 level. * By the end of FY 06, this workload is expected to increase by an additional 4% over the FY 05 level and by an additional 3% at the end of FY 07. This position will: * Assume a workload of approximately 30 to 35 contracts after an orientation and training period. On average, each procurement operations staff manages approximately 44 contracts * Process one-time requisitions, plan and coordinate all activities associated with scheduling and distribution of proposals, conduct market research and develop and submit bid reviews for replacement contracts * Help to reduce the workload managed by existing staff

Activity: Competitive Acquisition

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$0	\$93	\$124	\$61	\$23	\$23	\$23	
Carryover	\$0	\$0	\$0	\$0	\$100	\$100	\$0	
User Access Program Fees	\$0	\$0	\$70	\$194	\$247	\$205	\$302	
TOTAL REVENUE	\$0	\$93	\$194	\$255	\$370	\$328	\$325	
EXPENDITURES								
Salary	\$0	\$203	\$350	\$282	\$307	\$270	\$272	0
Overtime Salary	\$0	\$1	\$0	\$2	\$2	\$2	\$0	
Fringe	\$0	\$47	\$94	\$78	\$91	\$80	\$82	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other Operating	\$0	\$13	\$13	\$24	\$18	\$24	\$19	0
Capital	\$0	\$1	\$1	\$0	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$0	\$265	\$458	\$386	\$418	\$376	\$373	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$265	\$458	\$386	\$418	\$376	\$373	
REVENUES LESS EXPENDITURES	\$0	\$-172	\$-264	\$-131	\$-48	\$-48	\$-48	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	7	7	5	6	5	5	
Full-Time Positions Filled =		7	7	4		5		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percent of non-competed contracts	N/A	31%	23%	20%	13%	17%	15%	ES3-2

Comments/Justification: DPM works with client departments to reduce the number of non-competitive actions, it is becoming increasingly difficult to achieve the targets as contract terms vary and a large percentage of contracts will not expire this year. To date, staff has reduced the number of non-competitive contracts to 20%. It is important to note, that there is a significant delay in receiving specifications from departments for the purchase of items that were previous awarded through non-competitive actions and where the market now indicates there is competition. These delays in development of specifications require the use of temporary bid waivers in order to avoid disruption in continuity of operations, and serves as a limiting factor in staff's ability to meet the aggressive goal for this measure.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Chief Negotiator/Specification Writer	0	0	115	115	94	18	2	1	No	No	1	ES3-1

COMMENTS/JUSTIFICATION: DPM has been without a Chief Negotiator for approximately two years. * A Chief Negotiator is highly necessary specification developer particularly for negotiation of complex and high value procurements (technology purchases and increasingly complex transit, water and sewer and other procurements): Experience shows that this typically results in increased benefits and/or savings to the County. * The Position will also develop specifications, conduct market research and assist and train departments and DPM staff to develop and finalize competitive and inclusive specifications as required by County Code. * Consistent with the recommendations for Business Process Improvements already undertaken in DPM, the position will also spearhead Advanced Procurement and Acquisition Planning and Contract Administration to meet Board and Management objectives. * Specification writing and advanced planning will contribute to the quality and timeliness of procurements, increased competition and vendor participation.

7	Procurement Contracting Technician	0	0	38	38	27	8	2	1	No	No	1	ES3-2
---	------------------------------------	---	---	----	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This position will: * Process one-time requisitions, plan and coordinate all activities associated with scheduling and distribution of proposals. * Conduct market research, develop and submit bid reviews for the replacement of contracts * Actively participate in research and tasks necessary to reduce the number of sole source and bid waiver contracts from 20% to 15% as proposed in the department's Business Plan

Activity: Information Systems & Technical Services
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$353	\$357	\$184	\$217	\$47	\$47	\$42	
Carryover	\$0	\$0	\$0	\$0	\$209	\$209	\$0	
User Access								
Program Fees	\$0	\$0	\$0	\$257	\$514	\$570	\$744	
TOTAL REVENUE	\$353	\$357	\$184	\$474	\$770	\$826	\$786	
EXPENDITURES								
Salary	\$436	\$408	\$357	\$341	\$303	\$349	\$346	0
Overtime Salary	\$2	\$1	\$5	\$9	\$5	\$5	\$4	
Fringe	\$96	\$92	\$83	\$81	\$75	\$89	\$91	0
Overtime Fringe	\$0	\$0	\$1	\$1	\$1	\$1	\$1	
Other Operating	\$459	\$517	\$127	\$500	\$471	\$467	\$433	0
Capital	\$17	\$1	\$2	\$4	\$15	\$15	\$0	0
TOTAL OPERATING EXPENDITURES	\$1,010	\$1,019	\$575	\$936	\$870	\$926	\$875	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,010	\$1,019	\$575	\$936	\$870	\$926	\$875	
REVENUES LESS EXPENDITURES	\$-657	\$-662	\$-391	\$-462	\$-100	\$-100	\$-89	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	9	9	7	6	4	5	5	
Full-Time Positions Filled =	9	6	6	6		5		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Improve Technology Tools (Proposed implementation date)					2/28/2006	3/31/2006	N/A	ES3-1
Comments/Justification: Represents Commodity Code interface.								
E-Procurement Automation: Implementation of Automated Solicitation Preparation Process (Award Sheets)					11/30/05	11/30/05	N/A	ES3-1
Comments/Justification: Allowed for the automated process for preparing and processing Award Sheets								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
3	Senior Procurement Contracting Officer-ERP	41	19	0	60	46	11	2	1	No	No	1	ES3-1

COMMENTS/JUSTIFICATION: Background: The County has purchased an Enterprise Resource Planning (ERP) with initial implementation at WASD and MDAD. * The position (with appropriate procurement process knowledge) will be dedicated to support the implementation of the purchasing module for WASD and MDAD * Complete DPM preparatory work for any future electronic procurement tool * Monitor the implementation of the ERP for countywide purchasing. * Support the development of the ERP Roadmap and any subsequent IT procurement solution to be implemented by DPM.

8	Clerk 2 (EDMS)	20	10	0	30	20	7	2	1	No	No	1	ES3-1
---	----------------	----	----	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The Electronic Data Management System (EDMS) project will minimize the need to maintain physical paper files and will allow immediate access to procurement and vendor records. * DPM issues more than 1,200 contracts per year each averaging in excess of 100 pages (10,000 pages per month). Additionally, the EDMS projects will include all bids, proposals, protests, queries etc. received in connection with a solicitation This position will support implementation of the EDMS by: * Collecting, sorting and scanning electronic document related to solicitations * Index and store paper files until electronic data is verified * Arrange disposal of paper files after electronic file verification.

8	Clerk 3 (EDMS)	23	11	0	34	24	7	2	1	No	No	1	ES3-1
---	----------------	----	----	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The Electronic Data Management System (EDMS) project will minimize the need to maintain physical paper files and will allow immediate access to procurement and vendor records. * DPM issues more than 1,200 contracts per year each averaging in excess of 100 pages (10,000 pages per month). Additionally, the EDMS projects will include all bids, proposals, protests, queries etc. received in connection with a solicitation This position will support implementation of the EDMS by: * Managing the EDMS implementation * Index, catalog, verify and archive electronic files until * Authorize disposal of paper files after electronic file verification * Work with the EDMS Clerk 2 to maintain the EDMS system

9	ADPICS Modifications	0	0	414	414	0	0	0	414	No	No	0	ES3-1
---	----------------------	---	---	-----	-----	---	---	---	-----	----	----	---	-------

COMMENTS/JUSTIFICATION: * ADPICS modifications will be required to for minor enhancement to the application until the County determines the replacement procurement tool to be implemented * These modifications will assist DPM and user departments to document and update contract information and improve reporting capabilities.

Activity: IT Procurement

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$14	\$80	\$109	\$114	\$37	\$37	\$37	
Carryover	\$0	\$0	\$0	\$0	\$164	\$164	\$0	
User Access Program Fees	\$0	\$0	\$61	\$127	\$403	\$443	\$748	
TOTAL REVENUE	\$14	\$80	\$170	\$241	\$604	\$644	\$785	
EXPENDITURES								
Salary	\$0	\$190	\$319	\$321	\$494	\$551	\$616	0
Overtime Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$1	
Fringe	\$0	\$39	\$75	\$141	\$141	\$153	\$182	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$41	\$1	\$7	\$19	\$45	\$15	\$64	0
Capital	\$0	\$0	\$0	\$2	\$2	\$3	\$0	0
TOTAL OPERATING EXPENDITURES	\$41	\$230	\$401	\$483	\$682	\$722	\$863	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$41	\$230	\$401	\$483	\$682	\$722	\$863	
REVENUES LESS EXPENDITURES	\$-27	\$-150	\$-231	\$-242	\$-78	\$-78	\$-78	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	5	6	7	8	9	11	11	
Full-Time Positions Filled =	5	5	5	6		11		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =					0.41		0.44	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Processing Time in calendar days (contracts over \$1 M) (ITBS)	N/A	N/A	411	285	329	215	200	ES3-1

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Processing Time in calendar days (contracts under \$1 M)(ITBS)			201	129	142	100	100	ES3-1
--	--	--	-----	-----	-----	-----	-----	-------

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Processing Time in calendar days (contracts over \$1 M)(RFPs)			405	258	323	215	200	ES3-1
---	--	--	-----	-----	-----	-----	-----	-------

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Processing Time in calendar days (contracts under \$1 M)(RFPs)			198	174	150	135	120	ES3-1
--	--	--	-----	-----	-----	-----	-----	-------

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Information Technology (IT) contracts managed (ITBs and RFPs)	N/A	79	211	142	240	200	220	ES3-1
---	-----	----	-----	-----	-----	-----	-----	-------

Comments/Justification: Workload for FY 2003 and FY 2004 was computed using the number of active contracts for the year. Recognizing that workload encompasses all contract actions, including maintenance of contracts expiring beyond the fiscal year, the workload reported for FY 2005 and projected for future years includes all active contracts. It should also be noted that reported workload does not include one-time purchases, contract modifications and solicitations assigned to staff that are pending award. One-time purchases averages 177 annually.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
4	Training	0	0	22	22	0	0	22	0	No	No	0	ES3-1

COMMENTS/JUSTIFICATION: Additional training is needed to strengthen professional proficiencies * The base training budget for FY 06-07 is \$57,300. This allows for an average of 5 training events per employee (590 attendees events) * Additional training is requested (\$87,500) to enhance the planned training program for and additional 214 attendee events or 2 additional training events per employee. * Additional training includes various courses offered by outside agencies focusing on purchasing, negotiations, market research, other procurement related subjects and, Microsoft Word, Excel and Access. * Of the additional 214 attendee event approximately 42 for this Unit.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$209	\$251	\$223	\$161	\$63	\$63	\$63	
Carryover	\$0	\$0	\$0	\$0	\$278	\$278	\$0	
Miscellaneous Revenues	\$0	\$1	\$0	\$2	\$0	\$0	\$0	
User Access Program Fees	\$0	\$0	\$125	\$281	\$685	\$525	\$1,003	
Capital Working Fund	\$0	\$11	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$209	\$263	\$348	\$444	\$1,026	\$866	\$1,066	
EXPENDITURES								
Salary	\$481	\$564	\$646	\$588	\$864	\$749	\$900	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$106	\$124	\$152	\$139	\$219	\$207	\$248	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$11	\$25	\$22	\$59	\$72	\$39	\$52	0
Capital	\$0	\$17	\$1	\$0	\$4	\$4	\$0	0
TOTAL OPERATING EXPENDITURES	\$598	\$730	\$821	\$786	\$1,159	\$999	\$1,200	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$598	\$730	\$821	\$786	\$1,159	\$999	\$1,200	
REVENUES LESS EXPENDITURES	\$-389	\$-467	\$-473	\$-342	\$-133	\$-133	\$-134	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	16	17	11	13	14	12	12	
Full-Time Positions Filled =	15	11	11	11		12		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =			0.1	0.3	0.4			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Processing Time in calendar days (contracts over \$1 M) (RFPs)	N/A	N/A	405	258	323	215	200	ES3-1

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Processing Time in calendar days (contracts under \$1 M)(RFPs)	N/A	N/A	198	174	150	135	120	ES3-1
--	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: REDUCE PROCUREMENT CYCLE USING STEP BY STEP REVIEW RECOMMENDATIONS AS BENCHMARKS (FOR 70% OF SOLICITATIONS) ASSUMPTIONS Processing time for the purpose of tracking is measured from: The date the requisition and scope of work are finalized to the date of contract award * FY 05-06 and FY 06-07 projections assume: * Full staffing levels * Some legislative changes are approved to shorten cycle time: * Full implementation of the Expedited Procurement Program * Full implementation of the Step by Step Review recommendations.

Request For Proposals (RFP) contracts managed	N/A	168	155	228	250	250	260	ES3-1
---	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: Workload of active contracts excludes contract modifications.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
6	Procurement Contracting Technician	0	0	38	38	27	8	2	1	No	No	1	ES3-1

COMMENTS/JUSTIFICATION: Situation: As of FY 05, the RFP Unit workload had increased by 36% over FY 03 levels. * By the end of FY 06, this workload is expected to increase by an additional 10% over FY 05 levels and by 4% by the end of FY 07. * As Departments purchase more services, procurements become more complex, and increased number of solicitations have to be processed using RFPs, as opposed to ITBs. This position will: * Assist with administrative functions to support 18 to 22 RFP contracts and solicitations. This effort will assist the unit in addressing the increased workload in the area referenced below * Process one-time requisitions, modifications, contract awards and assist senior staff with evaluation of score sheets, planning and managing pre-proposal conferences * Plan, coordinate, schedule and distribute proposals and conduct market research as needed

Activity: Transit's Invitation to Bid & Request for Proposal

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt
Full-Time Positions Budgeted =	0	0	0	2	4	4	4	
Full-Time Positions Filled =				2		4		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
10	Procurement Contracting Officer	0	0	72	72	56	13	2	1	No	No	0	ES3-1

COMMENTS/JUSTIFICATION: Recently the DPM Transit Unit has been charged with managing an additional workload from the Bids and Contract Unit where Transit is the sole or majority user. * Sixty (60) contracts have been transferred with the potential for another 169 contracts. * The average number of bids managed by a single agent is 35 to 40, depending on the complexities involved. These contracts and solicitations coupled with the increased workload for Requests for Proposals (RFP) require the additional resources to be added to the Unit.

11	Procurement Contracting Agent	0	0	53	53	40	10	2	1	No	No	0	ES3-1
----	-------------------------------	---	---	----	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Recently the Unit has been charged with managing an additional workload from the Bids and Contract Unit where Transit is the sole or majority user. * Sixty (60) contracts have been transferred with the potential for another 169 contracts. * The average number of bids managed by a single agent is 35 to 40, depending on the complexities involved. * These contracts and solicitations coupled with the increased workload for Requests for Proposals (RFP) require the additional resources to be added to the Unit.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$147	\$166	\$120	\$100	\$30	\$30	\$30	
Carryover	\$0	\$0	\$0	\$0	\$134	\$134	\$0	
User Access Program Fees	\$0	\$0	\$0	\$11	\$331	\$304	\$493	
Capital Working Fund	\$0	\$1	\$118	\$125	\$0	\$0	\$0	
TOTAL REVENUE	\$147	\$167	\$238	\$236	\$495	\$468	\$523	
EXPENDITURES								
Salary	\$283	\$342	\$345	\$310	\$380	\$367	\$421	0
Overtime Salary	\$2	\$1	\$0	\$2	\$0	\$1	\$2	
Fringe	\$71	\$86	\$97	\$85	\$116	\$116	\$135	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$60	\$41	\$49	\$52	\$62	\$47	\$28	0
Capital	\$4	\$5	\$1	\$1	\$1	\$1	\$0	0
TOTAL OPERATING EXPENDITURES	\$420	\$475	\$492	\$450	\$559	\$532	\$586	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$420	\$475	\$492	\$450	\$559	\$532	\$586	
REVENUES LESS EXPENDITURES	\$-273	\$-308	\$-254	\$-214	\$-64	\$-64	\$-63	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	9	9	8	7	8	9	9	
Full-Time Positions Filled =	7	9	7	7		9		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		0.64	0.64	0.5	0.5	0	0	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Improve Technology Tools (Proposed implementation date)						9/30/2006	0	ES3-1
Comments/Justification: Improve technology by upgrading the Bid Tracking System (BTS) for vendor registration tracking and improved security and reporting.								

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Procurement Management

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM PROCUREMENT MANAGEMENT

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO PROCUREMENT MANAGEMENT

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Performing Arts Center	Sr. Procurement Contracting Agent - Project ends:12/31/2006	Yes	\$0	\$64	\$69	\$78	\$83	\$85	\$28
Transit	One (1)Sr. Procurement Contracting Officer; Two (2) Procurement Contracting Officer & One (1) Procurement Contracting Agent	No	\$0	\$0	\$0	\$0	\$355	\$334	\$361
General Services Administration	Procurement Contracting Officer	Yes	\$0	\$65	\$77	\$0	\$0	\$0	\$0
Water and Sewer	Sr. Procurement Contracting Agent	Yes	\$0	\$57	\$0	\$0	\$0	\$0	\$0
Total Transfer from other Departments			\$0	\$186	\$146	\$78	\$438	\$419	\$389

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Procurement Management

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Travel Costs	31210/31215/31220	\$28	\$19	\$18	\$26	\$20	\$20	\$18
Employee Overtime Costs	00160	\$6	\$11	\$6	\$17	\$11	\$19	\$14
Contract Temporary Employee Costs	21510	\$136	\$284	\$74	\$131	\$124	\$124	\$124

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Procurement Management

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources										
Capital Outlay Reserve	400	500	139	0	0	0	0	0	0	639
Total:	400	500	139	0	0	0	0	0	0	639
Department Total:	400	500	139	0	0	0	0	0	0	639

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Departmental Information Technology Projects									
PROCUREMENT TECHNOLOGY UPGRADES	0	500	0	0	0	0	0	0	500
E-Government Projects									
EDMS DOCUMENTATION STORAGE & MANAGEMENT SOLUTION	0	92	0	0	0	0	0	0	92
Facility Improvements									
DPM TRAINING ROOM & BIDS/RFP PROPOSAL RECEIPT ROOM	0	47	0	0	0	0	0	0	47
Department Total:									
	0	639	0	0	0	0	0	0	639

ENTERPRISE TECHNOLOGY SERVICES

REPORT 22: APRIL COMMITTEE REPORT (Revised)

Department: Enterprise Technology Services

(\$ in 000s)

Department-wide Issues

- 1 The Department is implementing an efficiency program that will generate savings of 6 percent from base operations over 18 months (\$1.8 million in FY 2005-06 and \$4.5 million in FY 2006-07)
- 2 The implementation of customer service center and enterprise management strategy will allow the department to eliminate 20 vacant positions from the approved table of organization
- 3 FY 2006-07 budget increase of \$10.7 million is primarily due to inflation (\$5.5 million), full year impact of prior year decisions (\$4.2 million), and implementation of new projects (\$1 million)

Executive Division Issues

- 1 Acquire additional cyber security licenses to sustain current environment (\$405,000)
- 2 Implement a cyber security program (\$1 million)

Network Consulting Issues

- 1 Replace Metronet Servers (\$80,000)

Radio Services Division Issues

- 1 Replace Telecommunications Trailer (\$100,000)

Enterprise Programs Division Issues

- 1 GIS Topology Refresh-Sustaining (\$700,000)
- 2 Miscellaneous GIS Equipment-Sustaining (\$168,000)
- 4 Add Media Bin (\$85,000)

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Enterprise Technology Services

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$17,816	\$18,809	\$21,789	\$22,443	\$22,838	\$22,838	\$24,585	
UMSA	General Fund UMSA	\$8,385	\$8,851	\$11,732	\$10,562	\$10,746	\$10,746	\$11,568	
PROP	Proprietary Fees	\$0	\$0	\$9,002	\$11,175	\$13,036	\$13,036	\$14,668	
INTERTRNF	Interagency Transfers	\$63,095	\$76,829	\$73,252	\$77,550	\$73,318	\$71,601	\$73,496	
INTERTRNF	Other	\$0	\$0	\$0	\$0	\$4,067	\$4,067	\$8,483	
TOTAL REVENUE		\$89,296	\$104,489	\$115,775	\$121,730	\$124,005	\$122,288	\$132,800	
EXPENDITURES									
	Salary	\$33,028	\$40,451	\$45,536	\$48,307	\$50,589	\$50,589	\$53,299	0
	Overtime Salary	\$0	\$0	\$0	\$1,821	\$523	\$523	\$708	
	Fringe	\$7,724	\$8,294	\$10,430	\$11,404	\$13,045	\$13,045	\$13,829	0
	Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$55	
	Other Operating	\$51,736	\$58,034	\$51,463	\$54,459	\$52,079	\$50,263	\$51,073	0
	Capital	\$1,442	\$458	\$7,658	\$5,819	\$3,702	\$3,701	\$5,333	0
TOTAL OPERATING EXPENDITURES		\$93,930	\$107,237	\$115,087	\$121,810	\$119,938	\$118,121	\$124,297	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	\$0	\$0	\$0	\$0	\$4,067	\$4,067	\$8,503	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$4,067	\$4,067	\$8,503	
TOTAL EXPENDITURES		\$93,930	\$107,237	\$115,087	\$121,810	\$124,005	\$122,188	\$132,800	
REVENUES LESS EXPENDITURES									
		\$-4,634	\$-2,748	\$688	\$-80	\$0	\$100	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	569	609	649	645	671	671	651	
Full-Time Positions Filled =	563	592	625	616		664		
Part-time FTEs Budgeted =		4	4	5	7	1		
Temporary FTEs Budgeted =		58	43	26	20			

Activity: Business Office

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,997	\$1,310	\$1,416	\$1,458	\$0	\$0	\$0	
General Fund UMSA	\$940	\$617	\$666	\$686	\$0	\$0	\$0	
Interagency Transfers	\$0	\$0	\$0	\$321	\$1,623	\$1,969	\$783	
Other	\$0	\$0	\$0	\$0	\$1,983	\$1,983	\$5,458	
TOTAL REVENUE	\$2,937	\$1,927	\$2,082	\$2,465	\$3,606	\$3,952	\$6,241	
EXPENDITURES								
Salary	\$981	\$1,288	\$1,351	\$1,697	\$1,505	\$1,505	\$1,297	0
Overtime Salary	\$0	\$0	\$0	\$23	\$0	\$0	\$0	
Fringe	\$332	\$302	\$366	\$436	\$523	\$523	\$1,242	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$1,618	\$337	\$365	\$307	\$1,537	\$1,307	\$3,702	0
Capital	\$6	\$0	\$0	\$2	\$974	\$974	\$0	0
TOTAL OPERATING EXPENDITURES	\$2,937	\$1,927	\$2,082	\$2,465	\$4,539	\$4,309	\$6,241	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$2,937	\$1,927	\$2,082	\$2,465	\$4,539	\$4,309	\$6,241	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$-933	\$-357	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	25	26	28	28	27	27	22	
Full-Time Positions Filled =	25	25	27	27		27		
Part-time FTEs Budgeted =		0	0	0	0			
Temporary FTEs Budgeted =		1	0	0	0			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Prepare monthly financial reports no later than the 15th of each month	100%	100%	100%	100%	100%	100%	100%	ES4-4
Comments/Justification:								
Finalize all panel documents within 3 business days after interviews.	100%	100%	100%	100%	100%	100%	100%	ES4-4
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Add Mission Critical Systems Study \$500,000	340	160	0	500	0	0	500	0	No	No	0	ES4-2

COMMENTS/JUSTIFICATION: IT Business Office

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce 5 FTE s from FY06-07 propose budget.	0	0	-303	-303	0	0	-303	0	No	-5	ES4-4

COMMENTS/JUSTIFICATION: IT Business Office

Activity: Customer Funded Project Pass-thru Charges
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	All Rec.
REVENUE								
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$6,912	
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$6,912	
EXPENDITURES								
Salary	0	0	0	0	0	0	0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	0	0	0	0	0	0	0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$5,512	0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$6,912	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$6,912	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Activity: Customer Services Division
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,537	\$1,210	\$1,334	\$1,234	\$1,253	\$1,253	\$1,249	
General Fund UMSA	\$723	\$570	\$628	\$581	\$591	\$591	\$588	
Proprietary Fees	\$0	\$0	\$441	\$418	\$400	\$400	\$399	
Interagency Transfers	\$117	\$0	\$0	\$189	\$319	\$319	\$385	
TOTAL REVENUE	\$2,377	\$1,780	\$2,403	\$2,422	\$2,563	\$2,563	\$2,621	
EXPENDITURES								
Salary	\$2,091	\$1,777	\$1,983	\$1,796	\$1,717	\$1,717	\$1,725	0
Overtime Salary	\$0	\$0	\$0	\$13	\$0	\$0	\$0	
Fringe	\$406	\$344	\$344	\$425	\$455	\$455	\$457	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$540	\$286	\$266	\$167	\$164	\$164	\$110	0
Capital	\$32	\$43	\$4	\$21	\$10	\$9	\$18	0
TOTAL OPERATING EXPENDITURES	\$3,069	\$2,450	\$2,597	\$2,422	\$2,346	\$2,345	\$2,310	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$141	\$141	\$311	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,069	\$2,450	\$2,597	\$2,422	\$2,487	\$2,486	\$2,621	
REVENUES LESS EXPENDITURES	\$-692	\$-670	\$-194	\$0	\$76	\$77	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	29	25	27	23	25	25	22	
Full-Time Positions Filled =	29	25	27	23		25		
Part-time FTEs Budgeted =		3	3	4	6			
Temporary FTEs Budgeted =		2	2					

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce 3 FTEs from FY06-07 propose budget.	0	0	-196	-196	0	0	-196	0	No	-3	ES4-4

COMMENTS/JUSTIFICATION: Customer Service Division

Activity: Data Center Services
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$4,652	\$4,651	\$3,496	\$4,316	\$5,120	\$5,120	\$5,516	
General Fund UMSA	\$2,189	\$2,188	\$1,645	\$2,031	\$2,410	\$2,410	\$2,595	
Proprietary Fees	\$0	\$0	\$1,654	\$3,283	\$3,279	\$3,279	\$3,417	
Interagency Transfers	\$4,462	\$2,134	\$4,848	\$7,610	\$5,934	\$5,934	\$6,059	
TOTAL REVENUE	\$11,303	\$8,973	\$11,643	\$17,240	\$16,743	\$16,743	\$17,587	
EXPENDITURES								
Salary	\$5,629	\$4,497	\$4,703	\$6,525	\$5,996	\$5,996	\$6,236	0
Overtime Salary	\$0	\$0	\$0	\$36	\$52	\$52	\$55	
Fringe	\$1,369	\$973	\$1,126	\$1,533	\$1,560	\$1,560	\$1,521	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$4	
Other Operating	\$4,046	\$5,753	\$5,967	\$9,089	\$8,722	\$8,532	\$7,397	0
Capital	\$259	\$0	\$4	\$237	\$16	\$16	\$1,353	0
TOTAL OPERATING EXPENDITURES	\$11,303	\$11,223	\$11,800	\$17,420	\$16,346	\$16,156	\$16,566	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$571	\$571	\$1,021	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$11,303	\$11,223	\$11,800	\$17,420	\$16,917	\$16,727	\$17,587	
REVENUES LESS EXPENDITURES	\$0	\$-2,250	\$-157	\$-180	\$-174	\$16	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	78	81	87	81	82	82	82	
Full-Time Positions Filled =	78	79	84	79		83		
Part-time FTEs Budgeted =		0	0	0	0			
Temporary FTEs Budgeted =		1	1	1	1			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Production Systems Availability	99%	99%	99%	99%	99%	99%	99%	ES4-2

Comments/Justification:

Success Rate of Production Batch Jobs	97%	97%	98%	99%	99%	99%	99%	ES4-2
---------------------------------------	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification:

Activity: Enterprise Applications Division

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$7,085	\$5,083	\$4,332	\$5,990	\$7,690	\$7,690	\$8,192	
General Fund UMSA	\$3,335	\$2,392	\$2,038	\$2,819	\$3,619	\$3,619	\$3,855	
Proprietary Fees	\$0	\$0	\$3,779	\$4,292	\$6,117	\$6,117	\$4,687	
Interagency Transfers	\$10,194	\$9,832	\$9,588	\$6,681	\$9,035	\$8,618	\$10,442	
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$614	
TOTAL REVENUE	\$20,614	\$17,307	\$19,737	\$19,782	\$26,461	\$26,044	\$27,790	
EXPENDITURES								
Salary	\$12,229	\$13,216	\$14,278	\$14,650	\$16,651	\$16,651	\$17,222	0
Overtime Salary	\$0	\$0	\$0	\$2	\$0	\$0	\$0	
Fringe	\$2,822	\$2,600	\$3,170	\$3,197	\$3,953	\$3,953	\$3,929	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$8,313	\$2,807	\$2,445	\$1,902	\$4,364	\$4,064	\$3,404	0
Capital	\$244	\$0	\$0	\$31	\$132	\$132	\$350	0
TOTAL OPERATING EXPENDITURES	\$23,608	\$18,623	\$19,893	\$19,782	\$25,100	\$24,800	\$24,905	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$1,244	\$1,244	\$2,885	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$23,608	\$18,623	\$19,893	\$19,782	\$26,344	\$26,044	\$27,790	
REVENUES LESS EXPENDITURES	\$-2,994	\$-1,316	\$-156	\$0	\$117	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	194	191	190	201	187	187	181	
Full-Time Positions Filled =	194	185	183	188		189		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		20	20	11	6			

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)												
PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce 6 FTEs from FY06-07 propose budget.	0	0	-597	-597	0	0	-597	0	No	0	ES4-4
COMMENTS/JUSTIFICATION:Enterprise Applications Division												

Activity: Enterprise Programs Division
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,080	\$1,135	\$3,791	\$4,445	\$4,954	\$4,954	\$6,083	
General Fund UMSA	\$508	\$534	\$3,263	\$2,092	\$2,331	\$2,331	\$2,862	
Proprietary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$3,408	
Interagency Transfers	\$1,688	\$4,477	\$4,700	\$2,957	\$7,492	\$7,147	\$5,919	
TOTAL REVENUE	\$3,276	\$6,146	\$11,754	\$9,494	\$14,777	\$14,432	\$18,272	
EXPENDITURES								
Salary	\$2,043	\$3,294	\$4,441	\$5,485	\$7,302	\$7,302	\$8,228	0
Overtime Salary	\$0	\$0	\$0	\$21	\$0	\$0	\$0	
Fringe	\$431	\$693	\$1,056	\$1,257	\$1,861	\$1,861	\$1,972	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$935	\$1,744	\$3,021	\$2,484	\$4,084	\$3,740	\$5,753	0
Capital	\$496	\$415	\$2,070	\$247	\$980	\$980	\$846	0
TOTAL OPERATING EXPENDITURES	\$3,905	\$6,146	\$10,588	\$9,494	\$14,227	\$13,883	\$16,799	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$549	\$549	\$1,473	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,905	\$6,146	\$10,588	\$9,494	\$14,776	\$14,432	\$18,272	
REVENUES LESS EXPENDITURES	\$-629	\$0	\$1,166	\$0	\$1	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	26	40	55	73	102	102	97	
Full-Time Positions Filled =	26	40	55	73		92		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	GIS Topology Refresh-Sustaining-High resolution and accuracy digital orthophotography for satisfaction of engineering requirements (\$900,000) to be done jointly with FDOT at a reduced cost of about \$300,000 to the County.	434	266	0	700	0	0	0	0	No	No	0	ES4-2

COMMENTS/JUSTIFICATION: Failure to provide funding will result in inability to update high resolution and accuracy digital orthophotography needed by Public Works, DERM, Water and Sewer, Property Appraiser. etc. If performed in subsequent years, FDOT may not be willing to participate and cost more.

2	Misc GIS Equipment-Sustaining-Special Equipment. This is equipment required to sustain the GIS infrastructure for growing demand of infrastructure services (ArcIMS, Citrix, ArcGIS Server, SAN storage and SQL Server	101	62	0	163	0	0	0	0	No	No	0	ES4-2
---	--	-----	----	---	-----	---	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Failure to provide funding, will result in inability to support growing demand for GIS infrastructure services for hosting of applications and data.

3	Media Bin Asset Server to accommodate new growth.	58	27	0	85	0	0	0	85	No	No	0	ES4-2
---	---	----	----	---	----	---	---	---	----	----	----	---	-------

COMMENTS/JUSTIFICATION: Enterprise Programs Division

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce 5 FTEs from FY06-07 propose budget.	0	0	-422	-422	0	0	-422	0	No	0	ES4-4

COMMENTS/JUSTIFICATION: Enterprise Programs Division

Activity: Executive Division
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,465	\$1,179	\$1,872	\$3,460	\$2,230	\$2,230	\$1,921	
General Fund UMSA	\$690	\$554	\$881	\$1,629	\$1,047	\$1,047	\$904	
Proprietary Fees	\$0	\$0	\$490	\$1,104	\$2,028	\$2,028	\$1,522	
Interagency Transfers	\$878	\$866	\$639	\$721	\$666	\$666	\$144	
Other	\$0	\$0	\$0	\$0	\$1,580	\$1,580	\$1,780	
TOTAL REVENUE	\$3,033	\$2,599	\$3,882	\$6,914	\$7,551	\$7,551	\$6,271	
EXPENDITURES								
Salary	\$2,098	\$1,696	\$2,379	\$3,485	\$3,757	\$3,757	\$3,828	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$461	\$420	\$633	\$725	\$859	\$859	\$828	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$451	\$483	\$685	\$1,534	\$1,109	\$1,109	\$911	0
Capital	\$23	\$0	\$0	\$294	\$687	\$687	\$393	0
TOTAL OPERATING EXPENDITURES	\$3,033	\$2,599	\$3,697	\$6,038	\$6,412	\$6,412	\$5,960	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$194	\$194	\$311	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,033	\$2,599	\$3,697	\$6,038	\$6,606	\$6,606	\$6,271	
REVENUES LESS EXPENDITURES	\$0	\$0	\$185	\$876	\$945	\$945	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	21	21	24	44	37	37	37	
Full-Time Positions Filled =	20	20	22	40		40		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Perform Cyber Security Risk Assessment / Provide Results to Departments				100%	100%	100%	100%	ED4-2
Comments/Justification:								
Develop and Implement Enterprise Change Management				20%	40%	40%	60%	ES4-3
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Acquire additional cyber security licenses to sustain current environment- Sustaining- Expand Cyber Security licenses for specific products already in use within the County's networking and computing infrastructure to limit risk exposure.	151	92	162	405	0	0	0	0	No	No	0	ES4-2

COMMENTS/JUSTIFICATION: Will not be able to meet demand for growth.

2	Add Cyber Security Program \$1M	0	0	1000	1000	0	0	1000	0	No	No	0	ES4-2
---	---------------------------------	---	---	------	------	---	---	------	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Executive Division

Activity: Field Services

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$0	\$224	\$0	\$0	\$0	
General Fund UMSA	\$0	\$0	\$0	\$105	\$0	\$0	\$0	
Interagency Transfers	\$11,551	\$11,398	\$12,087	\$12,695	\$11,246	\$11,246	\$9,753	
Other	\$0	\$0	\$0	\$0	\$504	\$504	\$631	
TOTAL REVENUE	\$11,551	\$11,398	\$12,087	\$13,024	\$11,750	\$11,750	\$10,384	
EXPENDITURES								
Salary	\$3,797	\$3,951	\$4,823	\$5,003	\$5,372	\$5,372	\$5,609	0
Overtime Salary	\$0	\$0	\$0	\$1,262	\$190	\$190	\$201	
Fringe	\$898	\$807	\$1,132	\$1,529	\$1,618	\$1,618	\$1,582	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$16	
Other Operating	\$6,911	\$6,944	\$4,573	\$4,968	\$4,573	\$4,531	\$1,609	0
Capital	\$264	\$0	\$1,498	\$262	\$227	\$227	\$247	0
TOTAL OPERATING EXPENDITURES	\$11,870	\$11,702	\$12,026	\$13,024	\$11,980	\$11,938	\$9,264	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$393	\$393	\$1,120	
Other Non-Oper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$11,870	\$11,702	\$12,026	\$13,024	\$12,373	\$12,331	\$10,384	
REVENUES LESS EXPENDITURES	\$-319	\$-304	\$61	\$0	\$-623	\$-581	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	54	75	79	75	93	93	93	
Full-Time Positions Filled =	53	73	75	71		93		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		17	8	6	5			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percentage of PC's Repaired within 48 Hours	90%	90%	90%	90%	90%	90%	90%	ES4-1
Comments/Justification:								
Percentage of Telephones Repaired within 48 Hours	90%	90%	90%	90%	90%	90%	90%	ES4-1
Comments/Justification:								
Percentage of PC upgrades within 7 Days	90%	90%	90%	90%	90%	90%	90%	ES4-1
Comments/Justification:								

Activity: Network Consulting
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$4,241	\$5,548	\$1,316	\$1,591	\$1,591	\$1,624	
General Fund UMSA	\$0	\$1,996	\$2,611	\$619	\$748	\$748	\$764	
Proprietary Fees	\$0	\$0	\$2,638	\$2,078	\$1,212	\$1,212	\$1,235	
Interagency Transfers	\$4,964	\$14,749	\$8,438	\$15,294	\$6,366	\$5,665	\$5,708	
TOTAL REVENUE	\$4,964	\$20,986	\$19,235	\$19,307	\$9,917	\$9,216	\$9,331	
EXPENDITURES								
Salary	\$1,302	\$7,380	\$7,974	\$6,133	\$4,310	\$4,310	\$5,211	0
Overtime Salary	\$0	\$0	\$0	\$184	\$0	\$0	\$157	
Fringe	\$301	\$1,422	\$1,716	\$1,361	\$1,072	\$1,072	\$1,252	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$12	
Other Operating	\$3,268	\$12,184	\$10,794	\$9,329	\$3,274	\$3,164	\$1,893	0
Capital	\$93	\$0	\$2,580	\$3,076	\$80	\$80	\$146	0
TOTAL OPERATING EXPENDITURES	\$4,964	\$20,986	\$23,064	\$20,083	\$8,736	\$8,626	\$8,671	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$590	\$590	\$660	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$4,964	\$20,986	\$23,064	\$20,083	\$9,326	\$9,216	\$9,331	
REVENUES LESS EXPENDITURES	\$0	\$0	\$-3,829	\$-776	\$591	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	80	89	93	55	60	60	60	
Full-Time Positions Filled =	77	86	88	52		54		
Part-time FTEs Budgeted =		1	1	1	1	1		
Temporary FTEs Budgeted =		8	5	6	6			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)								
	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Provide Enterprise back up services to all departments				50%	80%	80%	80%	ES4-2
Comments/Justification:								
Improve network infrastructure, reliability, and interoperability			85%	90%	95%	95%	95%	ES4-2
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Replace Metronet Servers- Sustaining-Part of Server consolidation effort; retire EOL servers. Not included in capital request given amount.	30	18	32	80	0	0	80	0	No	No	0	ES4-2

COMMENTS/JUSTIFICATION: Continued increased maintenance on older and high quantity servers.

Activity: Other Pass thru Charges

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Interagency Transfers	\$0	\$0	\$0	\$2,925	\$2,330	\$2,330	\$2,330	
TOTAL REVENUE	\$0	\$0	\$0	\$2,925	\$2,330	\$2,330	\$2,330	
EXPENDITURES								
Salary	0	0	0	0	0	0	0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	0	0	0	0	0	0	0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$2,925	\$2,330	\$2,330	\$2,330	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$2,925	\$2,330	\$2,330	\$2,330	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$2,925	\$2,330	\$2,330	\$2,330	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Activity: Radio Services Division
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Interagency Transfers	\$12,001	\$12,508	\$11,965	\$9,335	\$11,707	\$11,107	\$8,460	
TOTAL REVENUE	\$12,001	\$12,508	\$11,965	\$9,335	\$11,707	\$11,107	\$8,460	
EXPENDITURES								
Salary	\$2,858	\$3,352	\$3,604	\$3,533	\$3,979	\$3,979	\$3,943	0
Overtime Salary	\$0	\$0	\$0	\$280	\$281	\$281	\$295	
Fringe	\$704	\$733	\$887	\$941	\$1,144	\$1,144	\$1,046	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$23	
Other Operating	\$8,414	\$6,595	\$2,727	\$2,932	\$5,322	\$4,722	\$1,851	0
Capital	\$25	\$0	\$1,502	\$1,649	\$596	\$596	\$580	0
TOTAL OPERATING EXPENDITURES	\$12,001	\$10,680	\$8,720	\$9,335	\$11,322	\$10,722	\$7,738	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$0	\$385	\$385	\$722	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$12,001	\$10,680	\$8,720	\$9,335	\$11,707	\$11,107	\$8,460	
REVENUES LESS EXPENDITURES	\$0	\$1,828	\$3,245	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	62	61	66	65	58	58	57	
Full-Time Positions Filled =	61	59	64	63		61		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =		9	7	2	2			

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Research and identify interoperability and platform options for radio network				50%	100%	100%	100%	ES4-2
Comments/Justification:								
Develop financial model to implement radio network architecture and design					75%	75%	75%	ES4-2
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Replace Telecommunications Trailer-Sustaining- Replace outdated Telecommunications Trailer	0	0	100	100	0	0	0	0	No	No	0	ES4-2

COMMENTS/JUSTIFICATION: Current Telecommunications Trailer can malfunction.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce 1 FTEs from FY06-07 propose budget.	0	0	-98	-98	0	0	-98	0	No	-1	ES4-4

COMMENTS/JUSTIFICATION: Radio Services Division

Activity: Telco Pass-thru-Charges
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	All Rec.
REVENUE								
Interagency Transfers	\$17,240	\$20,865	\$20,987	\$18,822	\$16,600	\$16,600	\$16,601	
TOTAL REVENUE	\$17,240	\$20,865	\$20,987	\$18,822	\$16,600	\$16,600	\$16,601	
EXPENDITURES								
Salary	0	0	0	0	0	0	0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	0	0	0	0	0	0	0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$17,240	\$20,901	\$20,620	\$18,822	\$16,600	\$16,600	\$16,601	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$17,240	\$20,901	\$20,620	\$18,822	\$16,600	\$16,600	\$16,601	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$17,240	\$20,901	\$20,620	\$18,822	\$16,600	\$16,600	\$16,601	
REVENUES LESS EXPENDITURES	\$0	\$-36	\$367	\$0	\$0	\$0	\$0	

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Enterprise Technology Services

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM ENTERPRISE TECHNOLOGY SERVICES

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO ENTERPRISE TECHNOLOGY SERVICES

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Aviation	ERP Implementation	No	\$0	\$0	\$0	\$270	\$1,000	\$1,000	\$1,200
Water and Sewer	ERP Implementation	No	\$0	\$0	\$0	\$270	\$1,000	\$1,000	\$1,200
Aviation	MOU Indirect Costs	No	\$0	\$0	\$0	\$540	\$540	\$540	\$600
Total Transfer from other Departments			\$0	\$0	\$0	\$1,080	\$2,540	\$2,540	\$3,000

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Enterprise Technology Services

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Temp Help	21510	\$2,817	\$2,498	\$2,375	\$1,292	\$1,461	\$1,461	\$2,181
Travel	31210	\$130	\$187	\$178	\$511	\$285	\$285	\$300
Registration	31220	\$92	\$190	\$156	\$272	\$190	\$190	\$200
In-service Training	32010	\$167	\$350	\$356	\$620	\$437	\$437	\$736
Educational Seminar	32020	\$36	\$290	\$378	\$116	\$88	\$88	\$90
Computer Training	32030	\$59	\$45	\$13	\$200	\$153	\$153	\$5

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Enterprise Technology Services Department

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
County Bonds/Debt										
Sunshine State Financing	0	5,000	5,000	0	0	0	0	0	0	10,000
Total:	0	5,000	5,000	0	0	0	0	0	0	10,000
Other County Sources										
Capital Outlay Reserve	0	2,835	15,724	551	0	0	0	0	0	19,110
Operating Revenue	300	300	0	0	0	0	0	0	0	300
Total:	300	3,135	15,724	551	0	0	0	0	0	19,410
Department Total:	300	8,135	20,724	551	0	0	0	0	0	29,410

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY									
(\$ in 000s)									
2006-07 Proposed Capital Budget and Multi-Year Capital Plan									
Enabling Strategies									
	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Equipment Acquisition									
DATA AND SYSTEM BACKUP AND PROTECTION	0	2,076	0	0	0	0	0	0	2,076
DATA ASSET PROTECTION AND DATA STORAGE	1,200	0	0	0	0	0	0	0	1,200
DISTRIBUTED DATABASES PRODUCTION CAPACITY	740	0	0	0	0	0	0	0	740
END OF LIFE-CYCLE ENTERPRISE PRODUCTION SERVERS REPLACEMENT	651	0	0	0	0	0	0	0	651
END OF LIFE-CYCLE PRODUCTION CONTROLLERS REPLACEMENT	244	0	0	0	0	0	0	0	244
ENTERPRISE DATA WAREHOUSE	0	1,666	149	0	0	0	0	0	1,815
ENTERPRISE SECURITY INITIATIVE	0	8,000	0	0	0	0	0	0	8,000
NETWORK SYSTEM CAPACITY AND RELIABILITY	0	1,579	52	0	0	0	0	0	1,631
Improvements to County Processes									
ENTERPRISE BUSINESS PROCESS SUPPORT/ CHANGE MANAGEMENT	0	760	350	0	0	0	0	0	1,110
ENTERPRISE SYSTEM AND NETWORK MONITORING	0	1,643	0	0	0	0	0	0	1,643
Infrastructure Improvements									
COUNTYWIDE RADIO SYSTEM TOWER AND FACILITY IMPROVEMENTS	5,000	5,000	0	0	0	0	0	0	10,000
RADIO SYSTEM REPLACEMENT FOR PUBLIC SAFETY	300	0	0	0	0	0	0	0	300
Department Total:	8,135	20,724	551	0	0	0	0	0	29,410

AUDIT AND MANAGEMENT SERVICES

Department: Audit and Management Services

(\$ in 000s)

Department-wide Issues

N/A

Audit Services Issues

- 1 Reinstatement Deputy Director Position
- 2 Add four (4) auditor positions in FY 06-07

Administration Issues

- 3 Add Clerk 2 position

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Audit and Management Services

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$1,241	\$1,307	\$2,192	\$2,179	\$2,738	\$2,738	\$2,850	
UMSA	General Fund UMSA	\$668	\$704	\$1,181	\$1,026	\$1,289	\$1,289	\$1,342	
INTERTRNF	Carryover	\$1,026	\$87	\$25	\$33	\$0	\$0	\$0	
INTERTRNF	Fees for Services	\$1,000	\$2,000	\$1,008	\$1,210	\$1,210	\$1,210	\$1,210	
TOTAL REVENUE		\$3,935	\$4,098	\$4,406	\$4,448	\$5,237	\$5,237	\$5,402	
EXPENDITURES									
	Salary	\$2,968	\$3,133	\$3,264	\$3,418	\$3,731	\$3,671	\$3,824	0
	Overtime Salary	\$0	\$1	\$2	\$1	\$2	\$2	\$2	
	Fringe	\$691	\$704	\$810	\$815	\$970	\$900	\$970	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$143	\$196	\$260	\$183	\$494	\$546	\$561	0
	Capital	\$46	\$39	\$37	\$31	\$40	\$118	\$45	0
TOTAL OPERATING EXPENDITURES		\$3,848	\$4,073	\$4,373	\$4,448	\$5,237	\$5,237	\$5,402	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$3,848	\$4,073	\$4,373	\$4,448	\$5,237	\$5,237	\$5,402	
REVENUES LESS EXPENDITURES									
		\$87	\$25	\$33	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	59	59	54	49	49	49	49	
Full-Time Positions Filled =	54	52	47	45		49		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$152	\$175	\$244	\$272	\$296	\$301	\$322	
General Fund UMSA	\$82	\$94	\$132	\$129	\$139	\$142	\$152	
TOTAL REVENUE	\$234	\$269	\$376	\$401	\$435	\$443	\$474	
EXPENDITURES								
Salary	\$191	\$219	\$302	\$313	\$335	\$348	\$370	0
Overtime Salary	\$0	\$1	\$2	\$1	\$2	\$2	\$2	
Fringe	\$43	\$49	\$72	\$87	\$98	\$93	\$102	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$234	\$269	\$376	\$401	\$435	\$443	\$474	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$234	\$269	\$376	\$401	\$435	\$443	\$474	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	6	6	6	6	6	6	6	
Full-Time Positions Filled =	6	6	6	6		6		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
3	Add Clerk 2 position	23	11	0	34	23	11	0	0	No	No	1	ES5-2

COMMENTS/JUSTIFICATION: The position will facilitate completion and timeliness of tasks performed by the administrative support staff.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,089	\$1,132	\$1,948	\$1,907	\$2,442	\$2,437	\$2,528	
General Fund UMSA	\$586	\$610	\$1,049	\$897	\$1,150	\$1,147	\$1,190	
Carryover	\$1,026	\$87	\$25	\$33	\$0	\$0	\$0	
Fees for Services	\$1,000	\$2,000	\$1,008	\$1,210	\$1,210	\$1,210	\$1,210	
TOTAL REVENUE	\$3,701	\$3,829	\$4,030	\$4,047	\$4,802	\$4,794	\$4,928	
EXPENDITURES								
Salary	\$2,777	\$2,914	\$2,962	\$3,105	\$3,396	\$3,323	\$3,454	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$648	\$655	\$738	\$728	\$872	\$807	\$868	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$143	\$196	\$260	\$183	\$494	\$546	\$561	0
Capital	\$46	\$39	\$37	\$31	\$40	\$118	\$45	0
TOTAL OPERATING EXPENDITURES	\$3,614	\$3,804	\$3,997	\$4,047	\$4,802	\$4,794	\$4,928	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,614	\$3,804	\$3,997	\$4,047	\$4,802	\$4,794	\$4,928	
REVENUES LESS EXPENDITURES	\$87	\$25	\$33	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	53	53	48	43	43	43	43	
Full-Time Positions Filled =	48	46	41	39		43		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Issue draft report within 90 days of fieldwork completion.	N/A	N/A	52%	77%	40%	40%	40%	ES1-1
Comments/Justification:								
Amount collected from assessments (\$ in thousands)*	N/A	\$421	\$2,356	\$6,909	\$1,100	\$3,100	\$1,200	ES8-1
Comments/Justification:								
Amount identified from assessments (\$ in thousands)*	N/A	\$2,751	\$17,644	\$12,820	\$500	\$4,000	\$800	ES8-1
Comments/Justification:								
Number of audits resulting in financial impact	N/A	22	17	11	7	12	7	ES8-1
Comments/Justification:								
Complete 40 audit reports during the fiscal year.	53	75	52	35	40	40	40	ES8-1
Comments/Justification:								
Provide 40 hours of Continuing Professional Education annually.	108	120	64	52	40	40	40	ES5-2
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Reinstate Deputy Director Position	83	39	0	122	98	17	2	5	No	No	1	ES8-1

COMMENTS/JUSTIFICATION: The Deputy Director will allow for succession planning, enhance output by 50%, improve the timeliness of issuance of audit reports and assist County Management in mitigating significant audit and control risks.

2	Add four auditor positions in FY 06-07	195	92	0	287	203	53	26	5	No	No	4	ES8-1
---	---	-----	----	---	-----	-----	----	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The positions will enhance the Department's ability to address significant audit and control risks throughout the County and increase the number of high risk audits that can be completed by at least 3.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Audit and Management Services

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM AUDIT AND MANAGEMENT SERVICES

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO AUDIT AND MANAGEMENT SERVICES

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Aviation	Fees for audit services	No	\$400	\$400	\$400	\$440	\$440	\$440	\$440
Water and Sewer	Fees for audit services	No	\$400	\$400	\$400	\$440	\$440	\$440	\$440
Seaport	Fees for audit services	No	\$100	\$200	\$100	\$110	\$110	\$110	\$110
Housing Agency	Fees for audit services	No	\$100	\$100	\$100	\$110	\$110	\$110	\$110
Solid Waste Management	Fees for audit services	No	\$0	\$0	\$0	\$110	\$110	\$110	\$110
Vizcaya	Fees for audit services	No	\$0	\$0	\$8	\$0	\$0	\$0	\$0
Non-Departmental	Fees for audit services - Administrative Officer of the Courts	No	\$0	\$50	\$0	\$0	\$0	\$0	\$0
Non-Departmental	Tax Recoveries - Sprint and Nextel Communications audits	No	\$0	\$850	\$0	\$0	\$0	\$0	\$0
Total Transfer from other Departments			\$1,000	\$2,000	\$1,008	\$1,210	\$1,210	\$1,210	\$1,210

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Audit and Management Services

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Rent	25190	\$0	\$0	\$0	\$0	\$217	\$224	\$255
Employee Overtime	00160	\$0	\$1	\$2	\$1	\$2	\$2	\$2
Contract Temporary Employee Costs	21510	\$0	\$-13	\$0	\$12	\$7	\$14	\$5
Travel Costs	31210/211/215/220	\$9	\$5	\$3	\$11	\$6	\$11	\$11
In-Service Training	32010	\$5	\$82	\$27	\$38	\$64	\$84	\$80

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Audit and Management Services

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources										
Capital Outlay Reserve	0	0	15	0	0	0	0	0	0	15
Total:	0	0	15	0	0	0	0	0	0	15
Department Total:	0	0	15	0	0	0	0	0	0	15

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Equipment Acquisition									
FURNITURE ACQUISITION	0	15	0	0	0	0	0	0	15
Department Total:	0	15	0	0	0	0	0	0	15

COMMISSION AUDITOR

[illegible]

REPORT 13: DEPARTMENTAL SUMMARY BY ACTIVITY
Department: Board of County Commissioners
(\$ in 000s)

Activity: Office of Commission Auditor

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover								
General Fund Countywide	\$0	\$0	\$0	\$0	\$0	\$101	\$0	\$0
General Fund UMSA	\$0	\$0	\$588	\$881	\$950	\$950	\$1,110	\$523
Interagency Transfers	\$0	\$0	\$276	\$414	\$447	\$447	\$275	\$275
TOTAL REVENUE	\$0	\$0	\$864	\$1,570	\$1,672	\$1,773	\$1,908	
EXPENDITURES								
Salary	\$0	\$0	\$42	\$1,016	\$1,161	\$1,269	\$1,420	0
Overtime Salary	0	0	0	0	0	0	0	0
Fringe	\$0	\$0	\$9	\$255	\$281	\$289	\$359	0
Overtime Fringe	0	0	0	0	0	0	0	0
Other Operating	\$0	\$0	\$85	\$177	\$205	\$93	\$120	0
Capital	\$0	\$0	\$13	\$21	\$25	\$15	\$9	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$149	\$1,469	\$1,672	\$1,666	\$1,908	
Debt Services	0	0	0	0	0	0	0	0
Reserves	0	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0	0
Other NonOper	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	\$0	\$0	\$149	\$1,469	\$1,672	\$1,666	\$1,908	
REVENUES LESS EXPENDITURES	\$0	\$0	\$715	\$101	\$0	\$107	\$0	
Revenue to the General Fund								

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	0	0	7	19	19	19	19	
Full-Time Positions Filled =			1	18		19		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

COMMUNICATIONS

REPORT 22: APRIL COMMITTEE REPORT (Revised)

Department: Communications

(\$ in 000s)

Department-wide Issues

N/A

Miami-Dade TV Issues

- 1 Reconfigure office space to accommodate the construction of a new television production studio (\$500,000).
- 2 Repair existing A/C unit to accomodate current studio needs v.s. purchasing a new A/C unit to accomodate requirements as well as future expansion (fiscal impact to be determined).
- 3 Special projects budget for County events (\$25,000).
- 4 Maintenance funding for A/V related equipment in the BCC Chambers (\$15,000).
- 5 PSP funding expected to be less than budget due to the consolidation of the Office of Water Management into the Department of Enviromental Resource Management (\$20,000).
- 6 Develop a quarterly TV program that showcases the "Mom and Pop" Grant Program. A part-time TV Producer must be established to produce the program (\$37,000).
- 7 Video clips vs VHS dubbs (\$30,000).

Communications Support Issues

- 1 Clerical support for the Dial-A-Life Program (\$24,000)

Media & Public Affairs Issues

- 1 Funding for hurricane preparedness publication (\$25,000).
- 2 Advertising database to track and process invoices (\$60,000).
- 3 Rising printing and distribution cost for internal and external newsletters (\$40,000).
- 4 Create a pilot online advertising program via departments
- 1 Develop tools to strengthen relationships with departmental PIO's. These tools include developing and implementing formal PIO Training/Seminar curriculum as well as an intranet website (\$66,000).

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Communications

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$1,978	\$1,872	\$2,154	\$2,561	\$2,649	\$2,649	\$2,884	
UMSA	General Fund UMSA	\$1,073	\$1,096	\$1,160	\$1,206	\$1,247	\$1,247	\$1,356	
INTERTRNF	Carryover	\$6	\$6	\$155	\$0	\$0	\$112	\$113	
INTERTRNF	Fees and Charges	\$51	\$35	\$55	\$47	\$32	\$32	\$32	
INTERTRNF	Interagency Transfers	\$949	\$1,504	\$1,576	\$1,469	\$1,540	\$1,520	\$1,520	
INTERTRNF	Protocol Support	\$0	\$0	\$136	\$17	\$0	\$0	\$0	
TOTAL REVENUE		\$4,057	\$4,513	\$5,236	\$5,300	\$5,468	\$5,560	\$5,905	
EXPENDITURES									
	Salary	\$2,595	\$2,997	\$3,749	\$3,635	\$3,701	\$3,628	\$4,054	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$652	\$634	\$942	\$887	\$984	\$914	\$1,083	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$788	\$703	\$541	\$655	\$765	\$827	\$750	0
	Capital	\$16	\$24	\$4	\$11	\$18	\$78	\$18	0
TOTAL OPERATING EXPENDITURES		\$4,051	\$4,358	\$5,236	\$5,188	\$5,468	\$5,447	\$5,905	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$4,051	\$4,358	\$5,236	\$5,188	\$5,468	\$5,447	\$5,905	
REVENUES LESS EXPENDITURES									
		\$6	\$155	\$0	\$112	\$0	\$113	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	40	47	60	58	57	59	59	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Communications

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund	\$0	\$0	\$99	\$0	\$0	\$0	\$0	
UMSA								
TOTAL REVENUE	\$0	\$0	\$99	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$0	\$0	\$245	\$109	\$0	\$0	\$0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$81	\$36	\$0	\$0	\$0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$326	\$145	\$0	\$0	\$0	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$326	\$145	\$0	\$0	\$0	
REVENUES LESS EXPENDITURES	\$0	\$0	\$-227	\$-145	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =			4	0				
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Communications Support
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund UMSA	\$484	\$606	\$404	\$349	\$406	\$406	\$408	
Protocol Support	\$0	\$0	\$136	\$17	\$0	\$0	\$0	
TOTAL REVENUE	\$484	\$606	\$540	\$366	\$406	\$406	\$408	
EXPENDITURES								
Salary	\$757	\$940	\$1,037	\$775	\$859	\$831	\$897	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$232	\$184	\$257	\$216	\$242	\$220	\$269	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$381	\$495	\$-5	\$62	\$159	\$205	\$98	0
Capital	\$10	\$20	\$4	\$9	\$7	\$71	\$11	0
TOTAL OPERATING EXPENDITURES	\$1,380	\$1,639	\$1,293	\$1,062	\$1,267	\$1,327	\$1,275	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,380	\$1,639	\$1,293	\$1,062	\$1,267	\$1,327	\$1,275	
REVENUES LESS EXPENDITURES	\$-896	\$-1,033	\$-753	\$-696	\$-861	\$-921	\$-867	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	9	11	11	15	15	16	16	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percentage of customers satisfied with Communications Graphic Services	N/A	N/A	93%	N/A	94%	94%	95%	ES2-2

Comments/Justification: Conduct an internal customer satisfaction survey annually to see how the customers of the department view the services recieved.

Percentage of customers satisfied with Communications Photography Services.	N/A	N/A	93%	N/A	94%	94%	95%	ES2-2
---	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: Conduct an internal customer satisfaction survey annually to see how the customers of the department view the photography services received.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce travel	8	2	0	10	0	0	0	0	No	0	ED1-1
COMMENTS/JUSTIFICATION: This will reduce the opportunity for managers to attend trade shows, national conferences, and seminars. These meetings assist staff with developing new uses of technology to improve MDTV and new ideas regarding implementing Marketing and Media projects.												
2	Reduce registrations	4	1	0	5	0	0	0	0	No	0	ED1-1
COMMENTS/JUSTIFICATION: This will reduce the opportunity for managers to attend trade shows, national conferences, and seminars. These meetings assist staff with developing new uses of technology to improve MDTV and new ideas regarding implementing Marketing and Media projects.												
3	Reduce contract with ETSD for Computer Tech. by 50%.	25	11	0	36	0	0	3	0	No	0	ES2-1
COMMENTS/JUSTIFICATION: This reduction will hinder the department's ability to obtain a dedicated person to address the department's complex technology needs.												
4	Eliminate Temporary help	3	2	0	5	0	0	5	0	No	0	ES2-1
COMMENTS/JUSTIFICATION: This reduction will eliminate all funding for temporary help and hinder the department's ability to acquire assistance to support clerical staff when needed. The department relies heavily on temporary help in processing of accounts payable to assure prompt payment.												

Activity: Media & Public Affairs
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund UMSA	\$220	\$317	\$449	\$437	\$514	\$514	\$563	
TOTAL REVENUE	\$220	\$317	\$449	\$437	\$514	\$514	\$563	
EXPENDITURES								
Salary	\$352	\$672	\$872	\$969	\$1,076	\$990	\$1,197	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$86	\$153	\$215	\$208	\$291	\$247	\$321	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$136	\$4	\$325	\$166	\$236	\$240	\$238	0
Capital	\$6	\$4	\$0	\$0	\$5	\$5	\$5	0
TOTAL OPERATING EXPENDITURES	\$580	\$833	\$1,412	\$1,343	\$1,608	\$1,482	\$1,761	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$580	\$833	\$1,412	\$1,343	\$1,608	\$1,482	\$1,761	
REVENUES LESS EXPENDITURES	\$-360	\$-516	\$-963	\$-906	\$-1,094	\$-968	\$-1,198	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	9	14	23	19	18	18	18	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Expand media training to reach more department directors and key staff by increasing the number of media training sessions from quarterly to six per year.	N/A	N/A	N/A	N/A	4 sessions	6 sessions	6 sessions	ES2-2
Comments/Justification: The department currently provides media training six times a year to Department Directors to provide them with the necessary tools to effectively and accurately communicate important information to the media.								
Percentage of customers satisfied with Communications Translation Services.	N/A	N/A	93%	N/A	93%	93%	94%	ES2-2
Comments/Justification: Conduct an internal customer satisfaction survey annually to achieve a service satisfaction score of 94% and above.								
Number of quarterly newspapers produced for insertion in community newspapers	n/a	n/a	n/a	2	4	4	4	ES2-3
Comments/Justification: The department produces a quarterly external newspapers to citizens, which has a circulation of 400,000 papers annually. This paper promotes and informs county citizens about services provided by the County.								
Produce a quarterly employee newsletter to disseminate information on countywide employee-related topics	n/a	n/a	n/a	3	4	4	4	ES2-3
Comments/Justification: The department produces a quarterly internal newsletter for its employees, which has a circulation of 120,000 newsletters annually. These newsletters inform county employees of County related issues and events.								
Service 100% of all public records requests from the media within a 48 hour turnaround for the first response.	N/A	N/A	N/A	N/A	N/A	48 hour turnaround time	48 hour turnaround time	ES2-1
Comments/Justification: On an on-going basis the media requests public records from the county. In addressing this, the department has developed a turnaround standard of 48 hours to respond to the media's request.								
Conduct quarterly PIO (Strategic Professional Communicators) meetings that guide countywide messaging and marketing initiatives.	N/A	N/A	N/A	N/A	N/A	4	4	ES2-1
Comments/Justification: The department will conduct quarterly PIO (Strategic Professional Communicators) meetings. These meeting are held to guide countywide messaging and marketing initiatives. These meetings are beneficial to the departmental PIO's and the Communications department by unifying the countywide messaging.								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Additional funding to produce an internal and external quarterly newsletter.	25	15	0	40	0	0	40	0	No	No	0	ES2-1

COMMENTS/JUSTIFICATION: At the current funding level the department is unable to meet the performance goal of producing four internal newsletters (120,000 papers) and four external newsletters (400,000 papers) annually. At the current funding level the department will be able to produce only three external (300,000 papers) and three internal (90,000 papers) newsletters. Additional funds, will allow the department to produce a special hurricane edition in three languages: English, Spanish, and Haitian/Creole.

1	Develop tools to strengthen relationships with departmental PIO's.	48	18	0	66	45	11	10	0	No	No	0	ES2-1
---	--	----	----	---	----	----	----	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: In order to develop skilled communications staff and stronger liaisons with PIO's, the department would like to develop and implement a training program to improve the performance of all departmental PIO's, which will include crisis communications, speech writing, marketing, and media training. Funding includes speakers and printing of materials. An intranet website will be created to be used as a tool to bring all professional communicators in the County together to disseminate a uniformed message.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Eliminate quarterly external and internal publications published by the Communications Department.	41	19	0	60	0	0	60	0	No	0	ES2-1

COMMENTS/JUSTIFICATION: As part of the department's proposed savings plan, this will eliminate the quarterly external newsletter which has an annual circulation of 400,000, and the quarterly internal newsletter which has an annual circulation of 120,000. These papers will no longer be available to promote County programs and services to employees and citizens.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund								
UMSA	\$80	\$0	\$0	\$261	\$152	\$152	\$196	
Fees and Charges	\$51	\$35	\$55	\$47	\$32	\$32	\$32	
Interagency Transfers	\$949	\$1,504	\$1,576	\$1,469	\$1,540	\$1,520	\$1,520	
TOTAL REVENUE	\$1,080	\$1,539	\$1,631	\$1,777	\$1,724	\$1,704	\$1,748	
EXPENDITURES								
Salary	\$944	\$1,040	\$1,166	\$1,322	\$1,345	\$1,334	\$1,404	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$202	\$220	\$296	\$316	\$354	\$346	\$373	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$104	\$171	\$197	\$396	\$343	\$355	\$388	0
Capital	\$0	\$0	\$0	\$0	\$4	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$1,250	\$1,431	\$1,659	\$2,034	\$2,046	\$2,035	\$2,165	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,250	\$1,431	\$1,659	\$2,034	\$2,046	\$2,035	\$2,165	
REVENUES LESS EXPENDITURES	\$-170	\$108	\$-28	\$-257	\$-322	\$-331	\$-417	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	17	17	17	19	19	20	20	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of promotional spots produced and televised	N/A	89	96	68	40	40	40	ES2-1
Comments/Justification: The Promotional Spot Program provides professional TV Production services to all levels of county government.								
Number of episodes of "County Connection" produced and televised	N/A	11	5	4	4	4	4	ES2-1
Comments/Justification: Produce 4 "County Connection" episodes which are half-hour talk shows with the County Manager that focus on relevant issues in County Government.								
Number of episodes of Miami-Dade NOW and Miami-Dade AHORA produced and televised	N/A	11	22	21	20	20	20	ES2-1
Comments/Justification: Produce at least 20 episodes of "Miami-Dade NOW" and "Miami-Dade AHORA", a half-hour news program format that highlights County services in English and Spanish.								
Number of episodes of "Get to Know Your County Commissioner"	N/A	N/A	N/A	20	12	12	12	ES2-1
Comments/Justification: Produce at least 12 episodes of "Get to Know Your Commissioner", a half-hour talk show highlighting a Commissioner that focuses on relevant issues within their commission district.								
Number of segments produced and televised for the magazine show "Inside"	N/A	N/A	N/A	N/A	20	20	20	ES2-1
Comments/Justification: Produce at least 20 episodes of "Inside", a half-hour magazine show that focuses on services provided by County departments.								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Convert part-time Program Coordinator to full-time.	11	6	0	17	17	0	0	0	No	No	1	ES2-1

COMMENTS/JUSTIFICATION: The department is working in an environment where the internet is increasingly being utilized to distribute content. To move Miami-Dade TV in this direction we will create a system that enables us to provide digital news clips on-line of our shows such as Miami-Dade NOW, Inside, and Downtown Dade. Additional staff time is required to convert the media from tape to digital format.

3	Special Projects budget	16	9	0	25	0	0	25	0	No	No	0	ES2-1
---	-------------------------	----	---	---	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The department has historically incurred expenses annually for special events of countywide significance, State of the County (\$8,000), installation ceremonies (\$12,000), and unfunded marketing campaigns (\$5,000); this would supplement the cost normally absorbed by the department as a result.

4	Remote audio/visual support division	62	38	0	100	78	22	0	0	No	No	2	ES2-2
---	--------------------------------------	----	----	---	-----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Commissioners and Departments have increasingly requested audio/visual services and training videos, approximately 10 to 15 request annually. MDTV is not staffed to provide these services. The requested funding will provide two positions to provide these services.

5	Chambers maintenance budget	9	6	0	15	0	0	16	0	No	No	0	ES2-2
---	-----------------------------	---	---	---	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This proposed enhancement will provide the department with the necessary funding to maintain the BCC Chambers that is normally absorbed by the department.

6	Create one part-time TV producer position to produce a new TV program highlighting the "Mom and Pop" grant program quarterly.	26	11	0	37	37	0	0	0	No	No	0	ES2-3
---	---	----	----	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The department was requested by commission resolution to create a TV program highlighting the "Mom and Pop" grant program. Miami-Dade TV programming and staff levels are at full capacity, a new producer position will be responsible for writing the script, coordinating shoots, and coordinating the overall production of this show. The development of this new show aligns with our initiative of providing Communications Support to the elected officials.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce part-time hours	3	2	0	5	5	0	0	0	No	0	ES2-1
COMMENTS/JUSTIFICATION: This reduction will eliminate one program from the Miami-Dade TV production schedule. This will impact part-time technical support utilized for meetings coverage and studio support, as a result the department would be required to shift a full-time Videographer to cover these tasks impacting our field production schedule.												
2	Reduce Captioning Contract	8	4	0	12	0	0	12	0	No	0	ES2-1
COMMENTS/JUSTIFICATION: This will eliminate closed captioning for boards and meetings loosely affiliated with the County Commission. This reduction would impact Commission related programming. The reduction of captioning would impact: MPO(11 meetings), BCC/School Board Joint Meeting (1 meeting), and Dade Delegation (1 meeting).												
3	Reduce Video Supplies & Equipment	3	2	0	5	0	0	5	0	No	0	ES2-1
COMMENTS/JUSTIFICATION: This will reduce the department's ability to purchase video supplies and equipment to support MDTV. Examples include purchase of tape stock, microphones, and VHS tape and CD-ROM Covers.												
4	Eliminate a TV Producer Position	49	23	0	72	58	14	0	0	No	1	ES2-1
COMMENTS/JUSTIFICATION: This will reduce the department's ability to produce Promotional Spots for county departments at the same level planned in our Business Plan.												

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund	\$129	\$173	\$208	\$159	\$175	\$175	\$189	
UMSA								
Carryover	\$6	\$6	\$155	\$0	\$0	\$112	\$113	
TOTAL REVENUE	\$135	\$179	\$363	\$159	\$175	\$287	\$302	
EXPENDITURES								
Salary	\$255	\$345	\$429	\$460	\$421	\$473	\$556	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$61	\$77	\$93	\$111	\$97	\$101	\$120	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$24	\$33	\$24	\$31	\$27	\$27	\$26	0
Capital	\$0	\$0	\$0	\$2	\$2	\$2	\$2	0
TOTAL OPERATING EXPENDITURES	\$340	\$455	\$546	\$604	\$547	\$603	\$704	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$340	\$455	\$546	\$604	\$547	\$603	\$704	
REVENUES LESS EXPENDITURES	\$-205	\$-276	\$-183	\$-445	\$-372	\$-316	\$-402	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	5	5	5	5	5	5	5	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund	\$160	\$0	\$0	\$0	\$0	\$0	\$0	
UMSA								
TOTAL REVENUE	\$160	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$287	\$0	\$0	\$0	\$0	\$0	\$0	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$71	\$0	\$0	\$0	\$0	\$0	\$0	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$143	\$0	\$0	\$0	\$0	\$0	\$0	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$501	\$0	\$0	\$0	\$0	\$0	\$0	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$501	\$0	\$0	\$0	\$0	\$0	\$0	
REVENUES LESS EXPENDITURES	\$-341	\$0	\$0	\$0	\$0	\$0	\$0	

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Communications

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM COMMUNICATIONS

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Office of the Mayor	Office of Mayor Film Office	No	\$75	\$75	\$75	\$69	\$75	\$75	\$0
Total Transfer to other Departments			\$75	\$75	\$75	\$69	\$75	\$75	\$0

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO COMMUNICATIONS

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Building	Promotional Spot Program	No	\$0	\$0	\$84	\$85	\$85	\$85	\$85
Building Code Compliance	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Environmental Resources Management	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Transit	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Housing Agency	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Library	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Park and Recreation	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Police	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Public Works	Promotional Spot Program	No	\$0	\$0	\$0	\$85	\$85	\$85	\$85
Seaport	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Aviation	Promotional Spot Program	No	\$0	\$0	\$10	\$50	\$50	\$50	\$50
Business Development	Promotional Spot Program	No	\$0	\$0	\$40	\$50	\$50	\$50	\$50
Water and Sewer	Promotional Spot Program	No	\$0	\$0	\$125	\$125	\$85	\$85	\$85
Property Appraisal	Promotional Spot Program	No	\$0	\$0	\$30	\$30	\$30	\$30	\$30
Team Metro	Promotional Spot Program	No	\$0	\$0	\$30	\$30	\$30	\$30	\$30
Solid Waste Management	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Planning and Zoning	Promotional Spot Program	No	\$0	\$0	\$25	\$25	\$25	\$25	\$25
Metropolitan Planning Organization	Promotional Spot Program	No	\$0	\$0	\$30	\$30	\$30	\$30	\$30
Fire Rescue	Promotional Spot Program	No	\$0	\$0	\$85	\$85	\$85	\$85	\$85
Vizcaya	Promotional Spot Program	No	\$0	\$0	\$0	\$10	\$10	\$10	\$10
Consumer Services	Promotional Spot	No	\$0	\$0	\$40	\$40	\$40	\$40	\$40

	Program								
Community and Economic Development	Promotional Spot Program	No	\$0	\$0	\$35	\$36	\$35	\$35	\$35
Empowerment Trust	Promotional Spot Program	No	\$0	\$0	\$35	\$35	\$35	\$35	\$35
Elections	Promotional Spot Program	No	\$0	\$0	\$25	\$50	\$45	\$45	\$45
Building	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Building Code Compliance	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Environmental Resources Management	Community Periodicals	No	\$0	\$0	\$0	\$35	\$35	\$35	\$35
Finance	Community Periodicals	No	\$0	\$0	\$0	\$10	\$10	\$10	\$10
Housing Finance Authority	Community Periodicals	No	\$0	\$0	\$0	\$30	\$0	\$0	\$0
Metropolitan Planning Organization	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Community and Economic Development	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Park and Recreation	Community Periodicals	No	\$0	\$0	\$0	\$10	\$10	\$10	\$10
Public Works	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Seaport	Community Periodicals	No	\$0	\$0	\$0	\$35	\$35	\$35	\$35
Solid Waste Management	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Transit	Community Periodicals	No	\$0	\$0	\$0	\$65	\$65	\$65	\$65
Elections	Partial funding Haitian/Creole and Spanish translators	No	\$0	\$0	\$0	\$50	\$50	\$50	\$50
Environmental Resources Management	Production of DERM Magazine show	No	\$0	\$0	\$0	\$72	\$80	\$80	\$82
Police	Sharing 50% of the cost of a Broadcast Engineer.	No	\$0	\$0	\$0	\$45	\$47	\$47	\$49
Task Force on Urban Economic Revitalization	Community Periodicals	No	\$0	\$0	\$0	\$10	\$10	\$10	\$10
Water and Sewer	Community Periodicals	No	\$0	\$0	\$0	\$65	\$65	\$65	\$65
Capital Improvement	Promotional Spot Program	No	\$0	\$0	\$25	\$25	\$35	\$35	\$35
Capital Improvement	Community Periodicals	No	\$0	\$0	\$0	\$30	\$30	\$30	\$30
Water Management	Promotional Spot Program	No	\$0	\$0	\$20	\$20	\$20	\$0	\$0
Total Transfer from other Departments			\$0	\$0	\$1,404	\$2,213	\$2,157	\$2,137	\$2,141

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS

Department: Communications

(\$ in 000s)

Line Item Highlight	Subject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Travel Costs	31210	\$4	\$12	\$10	\$3	\$16	\$16	\$16

(\$ in 000s)

DEPARTMENT:

Communications

		2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources											
	Capital Outlay Reserve	408	0	408	0	0	0	0	0	0	408
	Total:	408	0	408	0	0	0	0	0	0	408
	Department Total:	408	0	408	0	0	0	0	0	0	408

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Equipment Acquisition									
VIDEO PRODUCTION EQUIPMENT FOR MIAMI-DADE TV	0	408	0	0	0	0	0	0	408
Department Total:									
	0	408	0	0	0	0	0	0	408

EMPLOYEE RELATIONS

Department: Employee Relations

(\$ in 000s)

Department-wide Issues

- 1 ERD is requesting three (3) Special Projects Administrator positions manage special projects related to the implementation of the Enterprise Resource Planning system. In addition, the individuals will research best business practices, identify key business issues, analyze business processes, support design changes, ensure the maximization of technology, develop a coordinated approach to business process improvements, and support day-to-day operations. These positions will function as ERD's change agents by creating an inclusive strategic communication plan and confirming that the business interests of all concerned stakeholders are represented.
- 2 Provide ERD staff with training and travel support. As new technologies and practices are implemented in the HR and training industries it is imperative that ERD staff is exposed to these changes to proactively adapt to the new conditions. Senior Staff participation in conferences and training by nationally recognized industry associations provides the necessary exposure to have an information base to get feedback and an inflow of new ideas, practices, and new technology successfully implemented by comparable organizations.
- 3 Develop an Electronic Document Management Systems (EDMS) Computer Output to Laser Disk (COLD) templates. EDMS technology has many tangible benefits. It has greatly increased our efficiency, improved customer service and security, reduced physical storage and labor costs, and assisted in disaster preparation and recovery. ERD currently has six COLD document templates that have been developed. These electronic copies are imported at a minimum, bi-weekly, to employee's electronic folders. Approximately 100,000 are imported annually. However, there are other documents that need to be configured in order to be filed in the employees' folders. These new templates have not been developed.
- 4 ERD needs a Shared Service Analyst to support ERD's website and design an effective portal to provide county employees access to a variety of useful HR information, including frequently requested forms, access to registration forms, and e-training opportunities. This enhancement will allow training programs, such as Ethics, Customer Service, and Executive Development, to reach county employees in a more consistent and cost effective manner.
- 5 Funding to engage the services of an outside consultant with data warehouse expertise to review and make recommendations on resolving critical database structure and data mining (report writing) issues. Many complex report requests are referred to ETSD staff at a rate of \$70 per hour, due to the limitations of the current report writing tool (Cognos). The PeopleSoft phased implementation also introduces another layer of complexity, since PeopleSoft utilizes Crystal Reports as its report writer. The current data warehouse structure will also need to be re-analyzed to be able to accommodate all PeopleSoft fields. Additionally, data warehouse infrastructure is inadequate to support the current number of users. This consultant would provide a roadmap for the data warehousing and reporting needs of the County and assist ERD with satisfying its goal of being a strategic business partner and information provider.
- 6 Funding for a Labor Management Deputy Director is required to continue with a succession plan in order to have a smooth transition when key employees retire.

Career Development & Employee Assistance Issues

- 1 During FY 2005-06, Corrections and Rehabilitation (Corrections) outstationed one counselor position to the Employee Support Services program; in order to centralize services, the position will be transferred from Corrections budget and table of organization to the Career Development Division.
- 2 The ADA Reasonable Accommodation needs a professional level staff member to adequately serve and fulfill the County's Strategic Plan commitment to build a workforce that reflects the diversity of Miami-Dade County.
- 3 The Employee Suggestion Program (ESP) Unit requires the addition of a full time professional to expand its outreach capabilities to departments for ESP and other employee recognition initiatives, and to assist with the training, marketing, and promotion of the unit's various programs.

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Employee Relations

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$6,034	\$5,668	\$5,545	\$6,097	\$6,266	\$6,266	\$7,393	
UMSA	General Fund UMSA	\$2,585	\$2,429	\$2,986	\$2,612	\$2,950	\$2,950	\$3,168	
INTERTRNF	Other Revenues	\$3,766	\$4,034	\$2,186	\$2,702	\$2,503	\$2,249	\$1,898	
TOTAL REVENUE		\$12,385	\$12,131	\$10,717	\$11,411	\$11,719	\$11,465	\$12,459	
EXPENDITURES									
	Salary	\$6,903	\$7,147	\$7,391	\$7,742	\$8,133	\$8,013	\$8,773	0
	Overtime Salary	\$242	\$339	\$199	\$305	\$242	\$242	\$246	
	Fringe	\$1,643	\$1,472	\$2,027	\$2,090	\$2,297	\$2,209	\$2,415	0
	Overtime Fringe	\$36	\$44	\$30	\$46	\$37	\$37	\$38	
	Other Operating	\$3,377	\$2,988	\$1,003	\$1,055	\$962	\$877	\$853	0
	Capital	\$184	\$141	\$67	\$173	\$48	\$87	\$134	0
TOTAL OPERATING EXPENDITURES		\$12,385	\$12,131	\$10,717	\$11,411	\$11,719	\$11,465	\$12,459	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$12,385	\$12,131	\$10,717	\$11,411	\$11,719	\$11,465	\$12,459	
REVENUES LESS EXPENDITURES									
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	155	157	144	151	159	159	160	
Full-Time Positions Filled =	154	157	135	142		159		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =	0	0	0	0	0	0	0	

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$933	\$812	\$833	\$835	\$1,115	\$1,008	\$1,122	
General Fund UMSA	\$400	\$348	\$356	\$358	\$478	\$504	\$481	
TOTAL REVENUE	\$1,333	\$1,160	\$1,189	\$1,193	\$1,593	\$1,512	\$1,603	
EXPENDITURES								
Salary	\$833	\$683	\$558	\$615	\$777	\$657	\$759	0
Overtime Salary	\$0	\$0	\$2	\$2	\$11	\$11	\$15	
Fringe	\$247	\$182	\$402	\$362	\$196	\$196	\$226	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$2	\$2	\$2	
Other Operating	\$250	\$285	\$222	\$212	\$599	\$599	\$547	0
Capital	\$3	\$10	\$5	\$2	\$8	\$47	\$54	0
TOTAL OPERATING EXPENDITURES	\$1,333	\$1,160	\$1,189	\$1,193	\$1,593	\$1,512	\$1,603	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,333	\$1,160	\$1,189	\$1,193	\$1,593	\$1,512	\$1,603	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	11	12	9	9	7	7	7	
Full-Time Positions Filled =	10	11	8	8		7		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =	0	0	0	0	0	0	0	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Overall Employee Relations Department satisfaction rating from yearly survey (goal is a rating of 4 out of 5)	n/a	4.33	4.46	4.55	4.0	4.0	4.0	ES5-1
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Administration Division is requesting (1) Special Projects Administrator 1 position to function as a Business Analyst for the department.	52	21	0	73	51	22	0	0	No	No	1	ES5-1

COMMENTS/JUSTIFICATION: This individual would manage special projects related to the Enterprise Resource Planning (ERP) initiative, as well as Recruitment, Payroll, and Training divisions. This position will also research business best practices, identify key business issues, analyze business processes, support design changes, ensure the maximization of technology, develop a coordinated approach to business process improvements, and effectively manage day-to-day operations.

2	Provide appropriate level of support to ERD's website	35	15	0	50	0	0	50	0	No	No	0	ES5-4
---	---	----	----	---	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Employee Relations Department has an extensive amount of internal and external web pages that require constant updating and reformatting. This funding would allow the ERD to pay for ETSD to keep the website, one of the County's most frequented, up-to-date

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$761	\$220	\$700	\$468	\$568	\$505	\$905	
General Fund UMSA	\$326	\$94	\$300	\$200	\$243	\$218	\$388	
Other Revenues	\$456	\$1,228	\$805	\$1,227	\$1,279	\$1,279	\$888	
TOTAL REVENUE	\$1,543	\$1,542	\$1,805	\$1,895	\$2,090	\$2,002	\$2,181	
EXPENDITURES								
Salary	\$1,100	\$1,196	\$1,310	\$1,358	\$1,464	\$1,464	\$1,597	0
Overtime Salary	\$1	\$8	\$2	\$4	\$5	\$5	\$5	
Fringe	\$231	\$254	\$319	\$323	\$481	\$393	\$427	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$1	\$1	\$1	
Other Operating	\$192	\$82	\$174	\$210	\$126	\$126	\$127	0
Capital	\$19	\$2	\$0	\$0	\$13	\$13	\$24	0
TOTAL OPERATING EXPENDITURES	\$1,543	\$1,542	\$1,805	\$1,895	\$2,090	\$2,002	\$2,181	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,543	\$1,542	\$1,805	\$1,895	\$2,090	\$2,002	\$2,181	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	21	30	27	31	26	26	27	
Full-Time Positions Filled =	21	30	22	26		26		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percent of participants satisfied with training regarding the American Disability Act (ADA) employment provisions	n/a	n/a	97.4%	95%	95%	95%	95%	ES5-5
Comments/Justification:								
Level of satisfaction by departments with the Americans with Disabilities Unit/Office of Reasonable Accommodation Services.	n/a	n/a	4.43	4.0	4.0	4.0	4.0	ES5-4
Comments/Justification:								
Number of agencies engaged in collaborative efforts with the Employee Relations Department to educate and recruit disabled applicants	n/a	n/a	3	6	6	6	8	ES5-4
Comments/Justification:								
Percent of customers satisfied with services (goal of 95%)	n/a	n/a	n/a	97%	95%	95%	95%	ES5-2
Comments/Justification:								
Overall Employee Support Services satisfaction rating from yearly user survey (goal is a rating of 4 out of 5)	n/a	4.35	4.57	4.62	4.0	4.0	4.0	ES5-3
Comments/Justification:								
Number of Miami-Dade Corrections Department employees receiving mental health and substance abuse services from Employee Support Services (annual goal is at least 60)	n/a	n/a	n/a	n/a	60	60	60	ES5-3
Comments/Justification:								
Number of Employee Suggestions Program departmental on-site visits.	n/a	n/a	n/a	n/a	20	20	20	ES5-4
Comments/Justification:								
Number of Subject Matter Experts (SME)& Employee Suggestion Program coordinators trained	n/a	n/a	n/a	n/a	20	20	20	ES5-4
Comments/Justification:								
Number of Subject Matter Experts (SME) and Employee Suggestion Program coordinators recognized	n/a	n/a	n/a	n/a	20	20	20	ES5-4
Comments/Justification:								
Dollars saved (\$ in thousands) from employee suggestions (goal is \$1 million savings per year)	\$1,617	\$2,153	\$1,292	\$500	\$1,000	\$1,000	\$1,000	ES5-2
Comments/Justification:								
Number of employee suggestions received	n/a	n/a	227	272	300	260	270	ES5-3

Comments/Justification:

Number of billable units trained monthly.	n/a	n/a	n/a	872	900	900	900	ES5-4
---	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification:

Percentage of employees that rate training above satisfactory in their classroom experience.	n/a	n/a	n/a	n/a	90	98	90	ES5-5
--	-----	-----	-----	-----	----	----	----	-------

Comments/Justification:

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
3	Continue to roll-out a Government Performance training program for Executives and Mid-Managers.	1220	620	0	1840	0	0	0	0	No	No	0	ES5-4

COMMENTS/JUSTIFICATION: This program will consist of different sessions designed to improve the leadership and management skills of executives and mid-managers. The topics of the sessions include, but are not limited to: leadership, customer service, cultivating and managing innovation, public speaking, strategic planning and performance management, Miami-Dade County policies and procedures, and public speaking.

4	The ESP Unit requires the addition of a full time professional to expand its outreach capabilities to departments for ESP and other employee recognition initiatives.	22	10	0	32	23	9	0	0	No	No	1	ES5-5
---	---	----	----	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The ESP Supervisor needs more assistance with training, marketing, and promoting of the various programs. An Administrative Officer level employee would possess the requisite skills to provide substantive support to the unit. To further align the employee recognition objectives with the Strategic Plan, the ESP Unit has been supporting the employee of the year process and other employee recognition programs.

5	The American Disability Act/Office of Reasonable Accommodation needs a professional level staff member to adequately serve and fulfill the County's Strategic Plan commitment to build a workforce that reflects the diversity of Miami-Dade County.	22	10	0	32	23	9	0	0	No	No	1	ES5-5
---	--	----	----	---	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The Unit needs a professional level staff member to adequately serve the disabled community and fulfill the County's Strategic Plan commitment to build a workforce that reflects the diversity of Miami-Dade County. A professional level position is important because the office needs an individual with skills and a knowledge set that can manage the office, assist with the Outreach Intern Program, and provide information to others on complex matters relating to the Americans with Disabilities Act. Without adequate staffing, the office is limited in its ability to work with educational institutions, community groups, etc. Besides performing critical administrative support functions, a professional would enable the office to double the number of visits to community agencies, expand essential ADA supervisor training to County executives and upper management, and conduct necessary job-site inspections and training to County departments.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$511	\$481	\$439	\$444	\$473	\$473	\$551	
General Fund UMSA	\$219	\$206	\$188	\$190	\$202	\$202	\$236	
Other Revenues	\$65	\$65	\$65	\$65	\$65	\$65	\$65	
TOTAL REVENUE	\$795	\$752	\$692	\$699	\$740	\$740	\$852	
EXPENDITURES								
Salary	\$605	\$597	\$515	\$526	\$586	\$586	\$679	0
Overtime Salary	\$0	\$1	\$0	\$21	\$0	\$0	\$0	
Fringe	\$120	\$115	\$108	\$121	\$142	\$142	\$156	0
Overtime Fringe	\$0	\$0	\$0	\$3	\$0	\$0	\$0	
Other Operating	\$70	\$39	\$69	\$28	\$10	\$10	\$11	0
Capital	\$0	\$0	\$0	\$0	\$2	\$2	\$6	0
TOTAL OPERATING EXPENDITURES	\$795	\$752	\$692	\$699	\$740	\$740	\$852	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$795	\$752	\$692	\$699	\$740	\$740	\$852	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	10	9	8	8	8	8	8	
Full-Time Positions Filled =	10	9	7	7		8		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percent of all labor appeals processed within 15 days	n/a	n/a	n/a	100%	100%	100%	100%	ES5-3
Comments/Justification:								
Overall Labor satisfaction rating from user survey (goal is a rating of 4 out of 5)	n/a	n/a	n/a	4.5	4.0	4.0	4.0	ES5-3
Comments/Justification:								
Percent of career service grievances processed within 15 days	n/a	n/a	n/a	100%	100%	100%	100%	ES5-3
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	Funding for a Labor Management Deputy Director.	65	28	0	93	66	27	0	0	No	No	0	ES5-3

COMMENTS/JUSTIFICATION: Funding for a Labor Management Deputy Director is required to continue with a succession plan in order to have a smooth transition when key employees retire.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$2,197	\$2,050	\$1,937	\$2,433	\$2,268	\$2,358	\$2,565	
General Fund UMSA	\$941	\$879	\$1,442	\$1,043	\$1,100	\$1,010	\$1,099	
Other Revenues	\$1,707	\$1,282	\$372	\$450	\$250	\$250	\$310	
TOTAL REVENUE	\$4,845	\$4,211	\$3,751	\$3,926	\$3,618	\$3,618	\$3,974	
EXPENDITURES								
Salary	\$2,239	\$2,490	\$2,590	\$2,580	\$2,558	\$2,558	\$2,834	0
Overtime Salary	\$236	\$303	\$185	\$265	\$213	\$213	\$213	
Fringe	\$564	\$545	\$578	\$601	\$732	\$732	\$799	0
Overtime Fringe	\$35	\$40	\$28	\$41	\$32	\$32	\$33	
Other Operating	\$1,759	\$825	\$341	\$401	\$76	\$76	\$75	0
Capital	\$12	\$8	\$29	\$38	\$7	\$7	\$20	0
TOTAL OPERATING EXPENDITURES	\$4,845	\$4,211	\$3,751	\$3,926	\$3,618	\$3,618	\$3,974	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$4,845	\$4,211	\$3,751	\$3,926	\$3,618	\$3,618	\$3,974	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	58	58	52	52	63	63	63	
Full-Time Positions Filled =	58	59	51	51		63		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percent of accurate paychecks issued	n/a	n/a	98%	98%	95%	98%	98%	ES5-2
Comments/Justification:								
Overall Division satisfaction rating from yearly user survey (goal is a rating of 4 out of 5)	n/a	4.20	4.33	4.36	4.0	4.0	4.0	ES5-2
Comments/Justification:								
Overall Internal satisfaction rating from quarterly user survey (goal is a rating of 4 out of 5)	4.15	4.11	4.27	4.23	4.0	4.0	4.0	ES5-2
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Request a Special Projects Administrator position	52	21	0	73	51	22	0	0	No	No	1	ES5-2

COMMENTS/JUSTIFICATION: Due to the demands of the PeopleSoft Enterprise Resources Planning (ERP) project, it will become increasingly difficult for the Division's current management staff (3 Full Time Employees, FTE) to effectively manage day-to-day operations as well as ERP activities.

Activity: Recruitment and Compensation
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$1,632	\$2,105	\$1,636	\$1,917	\$1,842	\$1,922	\$2,250	
General Fund UMSA	\$699	\$902	\$700	\$821	\$927	\$1,016	\$964	
Other Revenues	\$1,538	\$1,459	\$944	\$960	\$909	\$655	\$635	
TOTAL REVENUE	\$3,869	\$4,466	\$3,280	\$3,698	\$3,678	\$3,593	\$3,849	
EXPENDITURES								
Salary	\$2,126	\$2,181	\$2,418	\$2,663	\$2,748	\$2,748	\$2,904	0
Overtime Salary	\$5	\$27	\$10	\$13	\$13	\$13	\$13	
Fringe	\$481	\$376	\$620	\$683	\$746	\$746	\$807	0
Overtime Fringe	\$1	\$4	\$2	\$2	\$2	\$2	\$2	
Other Operating	\$1,106	\$1,757	\$197	\$204	\$151	\$66	\$93	0
Capital	\$150	\$121	\$33	\$133	\$18	\$18	\$30	0
TOTAL OPERATING EXPENDITURES	\$3,869	\$4,466	\$3,280	\$3,698	\$3,678	\$3,593	\$3,849	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,869	\$4,466	\$3,280	\$3,698	\$3,678	\$3,593	\$3,849	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	55	48	48	51	55	55	55	
Full-Time Positions Filled =	55	48	47	50		55		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of reclassifications processed within 30 days	n/a	n/a	n/a	n/a	75	75	75	ES5-1
Comments/Justification:								
Percent of appealed classification decisions in which outcomes are sustained (goal is 66%)	n/a	n/a	n/a	n/a	66%	100%	66%	ES5-1
Comments/Justification:								
Overall Division satisfaction from user departments of at least 4 (goal is a rating of 4 out of 5)	n/a	4.20	4.43	4.55	4.0	4.0	4.0	ES5-1
Comments/Justification:								
Percent of customers satisfied with recruitment process	n/a	n/a	n/a	n/a	75%	75%	75%	ES5-1
Comments/Justification:								
Number of days for end-to-end Recruitment Time (goal is 95 days)	n/a	n/a	n/a	n/a	95	141	95	ES5-1
Comments/Justification:								
Number of days between requisition activation and ad placement	n/a	n/a	n/a	n/a	14	14	14	ES5-1
Comments/Justification:								
Percent of eligible lists provided within 5 working days	n/a	n/a	52.95%	65.65%	80%	80%	80%	ES5-1
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Special Projects Administrator 1 to support implementation of the ERP and best business practices	52	21	0	73	51	22	0	0	No	No	1	ES5-1

COMMENTS/JUSTIFICATION: The Enterprise Resource Planning (ERP) initiative presents an unprecedented opportunity for business process reengineering, role redesign, service enhancements and organizational efficiencies. Employee Relations Department is requesting a Special Project Administrator 1 position to function as Business Analysts within the division to research business best practices, identify key business issues, analyze business processes, support design changes, ensure the maximization of technology, and develop a coordinated approach to business process improvements. These positions will function as ERD's change agents by creating an inclusive strategic communication plan and ensuring that the business interests of all concerned stakeholders are represented.

6	Funding to create a marketing tool to attract top executives and professionals from leading industries.	14	6	0	20	0	0	20	0	No	No	0	ES5-1
---	---	----	---	---	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Funding to create a marketing tool to attract top executives and professionals from leading industries.

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Employee Relations

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM EMPLOYEE RELATIONS

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO EMPLOYEE RELATIONS

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
General Services Administration	Workers Comp Management	Yes	\$65	\$65	\$65	\$65	\$65	\$65	\$65
General Services Administration	Payroll Preparation	Yes	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Water and Sewer	Payroll Preparation	Yes	\$62	\$62	\$62	\$62	\$62	\$62	\$62
Transit	Testion & Validation	No	\$176	\$176	\$176	\$203	\$176	\$176	\$176
Police	Testing & Validation	No	\$134	\$134	\$134	\$150	\$134	\$134	\$134
Fire Rescue	Testing & Validation	No	\$154	\$154	\$154	\$180	\$154	\$154	\$154
Corrections and Rehabilitation	Testing & Validation	No	\$72	\$72	\$72	\$83	\$72	\$72	\$72
Aviation	Testing & Validation	No	\$73	\$73	\$73	\$83	\$73	\$73	\$73
Strategic Business Management	Testing & Validation (GG)	No	\$40	\$40	\$40	\$53	\$40	\$40	\$40
Non-Departmental	ADA Outreach Program	No	\$0	\$0	\$0	\$73	\$145	\$145	\$145
Non-Departmental	MDCU Professional development training at no cost to departments	No	\$400	\$400	\$400	\$400	\$390	\$390	\$645
Non-Departmental	Executive training program	No	\$0	\$0	\$0	\$0	\$150	\$150	\$0
Water and Sewer	ERP 1/2 Shared Service Analyst	Yes	\$0	\$0	\$0	\$0	\$30	\$30	\$30
Aviation	ERP 1/2 Shared Service Analyst	Yes	\$0	\$0	\$0	\$0	\$30	\$30	\$30
Transit	1/2 Supervisor Payroll	Yes	\$43	\$43	\$43	\$43	\$43	\$43	\$43
Transit	Payroll In-station Staff	No	\$0	\$0	\$0	\$954	\$1,000	\$1,000	\$1,070
Total Transfer from other Departments			\$1,469	\$1,469	\$1,469	\$2,599	\$2,814	\$2,814	\$2,989

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS

Department: Employee Relations

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Travel Costs	31210, 31215	\$1	\$2	\$5	\$5	\$7	\$7	\$43
Contract Temporary Employee Costs	21510, 22430	\$1,650	\$764	\$32	\$-127	\$11	\$11	\$27

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Employee Relations

		2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE		TOTAL
Other County Sources												
	Capital Outlay Reserve	565	565	3,335	0	0	0	0	0	0		3,900
	Total:	565	565	3,335	0	0	0	0	0	0		3,900
	Department Total:	565	565	3,335	0	0	0	0	0	0		3,900

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Departmental Information Technology Projects									
ELECTRONIC DOCUMENT MANAGEMENT SYSTEM (EDMS) BACKFILING AND AUDITING	65	225	0	0	0	0	0	0	290
ELECTRONIC DOCUMENT MANAGEMENT SYSTEM (EDMS)-PHASE II	0	700	0	0	0	0	0	0	700
FINGERPRINT RETENTION PROGRAM	0	1,640	0	0	0	0	0	0	1,640
JOB EVALUATION SYSTEM	0	1,000	0	0	0	0	0	0	1,000
REPORTING AND DATA WAREHOUSE ROADMAP	0	200	0	0	0	0	0	0	200
Other									
JOB ANNOUNCEMENT COMMUNITY OUTREACH	0	70	0	0	0	0	0	0	70

Department Total:	65	3,835	0	0	0	0	0	0	3,900
--------------------------	-----------	--------------	----------	----------	----------	----------	----------	----------	--------------

FAIR EMPLOYMENT PRACTICE

Department: Fair Employment Practices

(\$ in 000s)

Department-wide Issues

- 1 Expand workplace violence (WPV) initiative. The intent is to build a Workplace Violence response program from the ground up. This would consist of creating a WPV training curriculum to train all levels of Miami-Dade County employees. The training will consist of an initial rollout to current employees and follow-up training for new hires. In addition, a WPV resource response team, comprised of members from different county departments, would be created to ensure appropriate management of WPV issues throughout the organization.
- 2 Continue implementation of department's training program. The training program shifts departmental focus from reactive to proactive in matters of diversity management.
- 3 Expand employee awareness initiative. This outreach and information program will promote awareness of employee rights and responsibilities.

Training Issues

- 1 Expand training to include Workplace Violence
- 2 Expand Fair Employment and Workplace Violence training with Online Training Program

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Fair Employment Practices

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$365	\$400	\$347	\$492	\$538	\$538	\$723	
UMSA	General Fund UMSA	\$173	\$190	\$187	\$232	\$254	\$254	\$310	
TOTAL REVENUE		\$538	\$590	\$534	\$724	\$792	\$792	\$1,033	
EXPENDITURES									
	Salary	\$404	\$445	\$427	\$476	\$596	\$608	\$745	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$111	\$122	\$98	\$132	\$164	\$185	\$214	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$23	\$25	\$9	\$116	\$32	\$45	\$72	0
	Capital	\$0	\$0	\$0	\$0	\$0	\$5	\$2	0
TOTAL OPERATING EXPENDITURES		\$538	\$592	\$534	\$724	\$792	\$843	\$1,033	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$538	\$592	\$534	\$724	\$792	\$843	\$1,033	
REVENUES LESS EXPENDITURES									
		\$0	\$-2	\$0	\$0	\$0	\$-51	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	6	6	6	8	8	9	9	
Full-Time Positions Filled =	6	6	6	7		9		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Administration

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$146	\$160	\$147	\$139	\$168	\$168	\$188	
General Fund UMSA	\$69	\$76	\$68	\$66	\$78	\$78	\$87	
TOTAL REVENUE	\$215	\$236	\$215	\$205	\$246	\$246	\$275	
EXPENDITURES								
Salary	\$162	\$178	\$170	\$152	\$175	\$175	\$193	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$44	\$49	\$42	\$43	\$60	\$60	\$67	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$9	\$10	\$3	\$10	\$11	\$11	\$15	0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$215	\$237	\$215	\$205	\$246	\$246	\$275	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$215	\$237	\$215	\$205	\$246	\$246	\$275	
REVENUES LESS EXPENDITURES	\$0	\$-1	\$0	\$0	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	2	2	2	2	2	2	2	
Full-Time Positions Filled =	2	2	2	2		2		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$177	\$194	\$156	\$164	\$204	\$206	\$231	
General Fund UMSA	\$84	\$92	\$75	\$78	\$91	\$91	\$73	
TOTAL REVENUE	\$261	\$286	\$231	\$242	\$295	\$297	\$304	
EXPENDITURES								
Salary	\$196	\$216	\$185	\$181	\$218	\$218	\$232	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$54	\$59	\$43	\$50	\$61	\$61	\$59	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$11	\$12	\$3	\$11	\$11	\$13	\$13	0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
TOTAL OPERATING EXPENDITURES	\$261	\$287	\$231	\$242	\$290	\$292	\$304	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$261	\$287	\$231	\$242	\$290	\$292	\$304	
REVENUES LESS EXPENDITURES	\$0	\$-1	\$0	\$0	\$5	\$5	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	3	3	3	3	3	3	3	
Full-Time Positions Filled =	3	3	3	3		3		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of new cases received	27	30	34	89	100	114	120	ES5-5

Comments/Justification: Through a more streamlined workflow, caseload has increased dramatically without increasing staff and improving services to employees.

Percent of cases reviewed within 60 days	18%	20%	23%	72%	85%	100%	100%	ES5-5
--	-----	-----	-----	-----	-----	------	------	-------

Comments/Justification:

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
3	Equipment for Investigations	2	1	0	3	0	0	3	0	No	No	0	ES5-5

COMMENTS/JUSTIFICATION: The Office of Fair Employment Practices conducts field investigations in all hostile environment cases, and in most other case types. A tape transcription machine and camera will improve collection and retention of evidence, and support the integrity of case findings.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$0	\$0	\$0	\$0	\$109	
General Fund UMSA	\$0	\$0	\$0	\$0	\$0	\$0	\$56	
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$165	
EXPENDITURES								
Salary	\$0	\$0	\$0	\$0	\$18	\$78	\$116	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$0	\$0	\$0	\$32	\$34	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$15	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$0	\$18	\$110	\$165	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$18	\$110	\$165	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$-18	\$-110	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	0	0	0	0	1	1	
Full-Time Positions Filled =	0	0	0	0		1		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	Additional Outreach Materials and Activities	12	6	0	18	0	0	18	0	No	No	0	ES5-5

COMMENTS/JUSTIFICATION: To promote a discrimination-free workplace for Miami-Dade County employees, the distribution of flyers, posters, pamphlets and the creation of a website to ensure improved employee access to information. This outreach and information program will promote employee awareness of workplace rights and responsibilities.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$42	\$46	\$44	\$93	\$118	\$118	\$132	
General Fund UMSA	\$20	\$22	\$27	\$44	\$56	\$56	\$64	
TOTAL REVENUE	\$62	\$68	\$71	\$137	\$174	\$174	\$196	
EXPENDITURES								
Salary	\$46	\$51	\$55	\$105	\$125	\$103	\$140	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$13	\$14	\$13	\$29	\$31	\$23	\$37	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$3	\$3	\$3	\$3	\$5	\$5	\$17	0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$2	0
TOTAL OPERATING EXPENDITURES	\$62	\$68	\$71	\$137	\$161	\$131	\$196	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$62	\$68	\$71	\$137	\$161	\$131	\$196	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$13	\$43	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	1	1	1	2	2	2	2	
Full-Time Positions Filled =	1	1	1	2		2		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Enhance reporting capabilities of Department's Case Tracking System	20	10	0	30	0	0	30	0	No	No	0	ES5-3

COMMENTS/JUSTIFICATION: The Department's case tracking system has limited reporting capabilities. Working with ETSD to improve the reporting capabilities will allow the department to better monitor and react to trends in EEO related cases.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$0	\$96	\$48	\$46	\$63	
General Fund UMSA	\$0	\$0	\$17	\$44	\$29	\$29	\$30	
TOTAL REVENUE	\$0	\$0	\$17	\$140	\$77	\$75	\$93	
EXPENDITURES								
Salary	\$0	\$0	\$17	\$38	\$60	\$34	\$64	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$0	\$10	\$12	\$9	\$17	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$92	\$5	\$16	\$12	0
Capital	\$0	\$0	\$0	\$0	\$0	\$5	\$0	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$17	\$140	\$77	\$64	\$93	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$17	\$140	\$77	\$64	\$93	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$11	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	0	0	1	1	1	1	
Full-Time Positions Filled =	0	0	0	0		1		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of employees trained in EEO policies and procedures	55	n/a	n/a	58	110	110	1000	ES5-3

Comments/Justification:

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Initiate Workplace Violence Training Program	4	3	0	7	0	0	7	0	No	No	0	ES5-5

COMMENTS/JUSTIFICATION: The Office of Fair Employment Practices will develop new workplace violence procedures (including domestic violence in the workplace) to enhance violence prevention. To support a safe, secure, and healthy work environment for County employees; to minimize employee risk of harm or injury from workplace violence or threat of violence.

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Fair Employment Practices

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM FAIR EMPLOYMENT PRACTICES

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO FAIR EMPLOYMENT PRACTICES

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer from other Departments									

may include capital funds as well

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Fair Employment Practices

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources										
Capital Outlay Reserve	0	0	50	50	0	0	0	0	0	100
Total:	0	0	50	50	0	0	0	0	0	100
Department Total:	0	0	50	50	0	0	0	0	0	100

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Departmental Information Technology Projects									
FAIR EMPLOYMENT ONLINE TRAINING FOR COUNTY EMPLOYEES	0	50	50	0	0	0	0	0	100

Department Total:

0	50	50	0	0	0	0	0	0	100
---	----	----	---	---	---	---	---	---	-----

GENERAL SERVICES ADMINISTRATION

Department-wide Issues

- 1 The proposed budget plan eliminates all internal transfers to the Facilities and Utilities Management Division to subsidize building operations and maintenance; and the transfer from Fleet Replacement Trust Fund to Capital Outlay Reserve
- 2 The Department was authorized 19 overage positions to accelerate capital programs and hire staff for the Overtown Transit Village; three positions are planned to be eliminated as part of a restructure of the Risk Management Division

Administration Issues

- 1 Address parking shortage in the Civic Center area.
- 2 Construct or acquire a parking facility to accommodate all our downtown parking needs.

Risk Management Issues

- 1 Cost of healthcare, fully insured plan or other alternatives

Construction Management & Renovation Services Issues

- 1 Finalizing permanent site selection for relocation of Trade Shop facility due to State's Bridge Construction program. Temporary site to be leased

Fleet Management Issues

- 1 Need to move the Heavy Fleet shop from the South Dade Government Center, looking at Homestead Air Reserve Base as possible new site

Facilities & Utilities Management Issues

- 3 Implementation of Countywide Sustainable Buildings and Energy Management Programs
- 1 Implementation of a Wellness Center.
- 2 Proposed security adjustments at SPCC
- 2 Homestead ARB - Site master planning, day-to-day operation, capital and operating budgets

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: General Services Administration

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	911 Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
CW	General Fund Countywide	\$15,087	\$15,936	\$15,562	\$21,067	\$25,136	\$25,136	\$33,517	\$0
UMSA	General Fund UMSA	\$1,475	\$1,557	\$1,488	\$2,034	\$2,454	\$2,454	\$2,956	
PROP	External Fees	\$315	\$605	\$712	\$1,150	\$992	\$1,520	\$1,694	
INTERTRNF	Carryover	\$7,076	\$6,834	\$10,779	\$15,261	\$1,878	\$20,043	\$14,560	
INTERTRNF	Interagency Transfers	\$0	\$0	\$5,463	\$0	\$0	\$0	\$0	
INTERTRNF	Internal Service Charges	\$146,755	\$153,254	\$153,325	\$167,707	\$176,075	\$185,519	\$208,322	
INTERTRNF	Intradepartmental Transfers	\$8,208	\$9,769	\$10,301	\$7,962	\$5,438	\$9,115	\$9,196	
INTERTRNF	Non-Operating Revenue	\$0	\$0	\$0	\$0	\$0	\$1,244	\$600	
INTERTRNF	Other Revenues	\$0	\$2,733	\$2,160	\$2,782	\$2,000	\$2,000	\$2,000	
INTERTRNF	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$109	
FED	Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$600	
TOTAL REVENUE		\$178,916	\$190,688	\$199,790	\$217,963	\$213,973	\$247,031	\$273,554	
EXPENDITURES									
	Salary	\$31,604	\$32,250	\$34,864	\$38,544	\$42,934	\$43,237	\$46,172	0
	Overtime Salary	\$2,281	\$2,541	\$2,881	\$3,020	\$2,026	\$2,498	\$2,517	
	Fringe	\$8,721	\$8,666	\$10,246	\$10,959	\$13,549	\$13,496	\$15,109	0
	Overtime Fringe	\$355	\$348	\$451	\$472	\$333	\$451	\$441	
	Other Operating	\$95,801	\$96,394	\$99,081	\$106,417	\$110,461	\$122,299	\$131,268	0
	Capital	\$22,895	\$24,499	\$13,129	\$23,834	\$30,317	\$31,659	\$47,609	0
TOTAL OPERATING EXPENDITURES		\$161,657	\$164,698	\$160,652	\$183,246	\$199,620	\$213,640	\$243,116	
	Debt Services	\$0	\$221	\$427	\$461	\$4,939	\$4,974	\$11,437	
	Reserves	\$0	\$0	\$0	\$0	\$671	\$821	\$7,430	
	Transfers	\$10,425	\$15,270	\$23,450	\$14,213	\$8,743	\$13,036	\$11,571	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$10,425	\$15,491	\$23,877	\$14,674	\$14,353	\$18,831	\$30,438	
TOTAL EXPENDITURES		\$172,082	\$180,189	\$184,529	\$197,920	\$213,973	\$232,471	\$273,554	
REVENUES LESS EXPENDITURES		\$6,834	\$10,499	\$15,261	\$20,043	\$0	\$14,560	\$0	

235

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	762	745	770	789	802	821	818	
Full-Time Positions Filled =	744	735	749	771		818		
Part-time FTEs Budgeted =	12.5	12.5	12.5	18.62	18.62	13.62	15	
Temporary FTEs Budgeted =	0.33	0.2	0.35	6.75	17.75	23.65	21.18	

Activity: Administration

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$737	\$839	\$491	\$854	\$551	\$1,530	\$698	
Internal Service Charges	\$2,804	\$2,810	\$2,867	\$4,329	\$3,292	\$3,571	\$2,887	
Intradepartmental Transfers	\$2,873	\$2,842	\$3,328	\$3,460	\$3,472	\$3,477	\$3,377	
TOTAL REVENUE	\$6,414	\$6,491	\$6,686	\$8,643	\$7,315	\$8,578	\$6,962	
EXPENDITURES								
Salary	\$2,468	\$2,935	\$2,723	\$2,894	\$3,318	\$3,050	\$3,372	0
Overtime Salary	\$25	\$31	\$20	\$32	\$26	\$30	\$30	
Fringe	\$664	\$641	\$732	\$759	\$923	\$879	\$968	0
Overtime Fringe	\$4	\$4	\$3	\$4	\$4	\$4	\$4	
Other Operating	\$877	\$745	\$849	\$1,173	\$1,703	\$1,728	\$2,033	0
Capital	\$90	\$185	\$161	\$567	\$35	\$728	\$70	0
TOTAL OPERATING EXPENDITURES	\$4,128	\$4,541	\$4,488	\$5,429	\$6,009	\$6,419	\$6,477	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$426	\$576	\$400	
Transfers	\$1,447	\$1,459	\$1,344	\$1,684	\$880	\$885	\$85	
Other Non-Oper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$5,575	\$6,000	\$5,832	\$7,113	\$7,315	\$7,880	\$6,962	
REVENUES LESS EXPENDITURES	\$839	\$491	\$854	\$1,530	\$0	\$698	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	53	54	54	57	58	58	58	
Full-Time Positions Filled =	53	54	54	57		58		
Part-time FTEs Budgeted =	2.5	2.5	2.5	2.62	2.62	2.62	3.75	
Temporary FTEs Budgeted =	0.33	0.2	0.35	0.75	0.25	0.65	0.68	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	Desired Outcomes
Percent of surveyed customers stating that they are satisfied with parking services	N/A	N/A	90	92	92	93	93	ES1-4
Comments/Justification: Parking customers are the reason we exist in this business; if they are dissatisfied with our service, then we must either correct that dissatisfaction or leave the business. We want to 'Deliver Excellence Every Day' so we annually survey of patrons and respond to their concerns.								
Establish & maintain janitorial and landscape contracts - percent of all contracts secured	N/A	N/A	N/A	90	100	100	N/A	ES6-4
Comments/Justification: Current janitorial contracts leave management with many criticisms about the quality of work performed. We want to work with Procurement to tighten contract terms so that non-performing vendors are held accountable.								
Establish and increase reserves (\$'000) for facility improvements or acquisition	N/A	N/A	N/A	N/A	426	576	400	ES6-4
Comments/Justification: Many of our facilities are in need of repair. Funds are being set aside to accomplish that as well as to provide seed money for the replacement of lost capacity.								
Replace parking and accounting equipment - percent of equipment replaced	N/A	N/A	N/A	N/A	75	75	100	ES6-4
Comments/Justification: Prudent fiscal management requires that steps be taken to assure all revenues earned are in fact collected. Extant equipment does little to inspire such confidence. Without good activity reporting, management cannot produce the level of reports required for planning and budgeting.								
Hire a Consultant to coordinate and execute the study of an Asset Management & County-wide Real Estate Master Plan - percent completed	N/A	N/A	N/A	N/A	100	100	N/A	ES6-1
Comments/Justification: This comprehensive Report must contemplate all facets of real property in Miami-Dade County and must ensure that all appropriate assets are identified, cataloged and properly categorized for inclusion. Further, population trends and long-term plans must also be considered so that the Report is meaningful.								
Percent of information requests from citizens completed within 21 days	N/A	N/A	N/A	75	80	80	85	ES2-1
Comments/Justification:								
Defining the methodology for producing the Real Estate Master Plan Report - percent completed	N/A	N/A	N/A	N/A	100	100	N/A	ES6-1
Comments/Justification: This is a critical phase since data collection, evaluation and preparation for presentation would determine the eventual outcome and applicability of the Report.								
Complete and present the Asset Management and County-wide Real Estate Master Plan Report - percent completed	N/A	N/A	N/A	N/A	N/A	N/A	50	ES6-1
Comments/Justification:								
Resolve 80% of IT service calls within 24 business hours - percent achieved	N/A	N/A	55	70	75	78	80	ES4-3
Comments/Justification: Many calls to the IT Service Desk can be resolved within 24 business hours. Our goal is to remotely resolve as many calls as possible thereby increasing staff efficiency and minimizing user downtime.								
Increase user satisfaction with IT services - percent of users stating that	N/A	N/A	N/A	N/A	75	75	80	ES4-1

they are satisfied with IT services

Comments/Justification: IT services the department in a multiplicity of roles. It is important to know that those services are being well received and that they are what the customers want. Users will be surveyed to determine their satisfaction level and corrective measures taken as appropriate.

Expedite Tables of Organization to divisions - number of business days	N/A	N/A	9	7	6	6	6	ES5-1
--	-----	-----	---	---	---	---	---	-------

Comments/Justification: Recruitment is a lengthy process Countywide. If we speed up vacancy information to the divisions, they could shave a few days off each recruitment thereby hastening the hiring of qualified personnel.

Reduce time to notify job applicants of their recruitment status - number of days after receipt of an applicant list/resumes from ERD	N/A	N/A	31	29	27	27	24	ES5-1
---	-----	-----	----	----	----	----	----	-------

Comments/Justification: Job applicants need to know their status as soon as possible. We need to notify them promptly when they have not been selected for an interview, when and where they have been scheduled, and what the outcome of their interview was.

Create an online system allowing the divisions to view and track their recruitment status - percent of system completed	N/A	N/A	N/A	N/A	50	50	100	ES5-1
---	-----	-----	-----	-----	----	----	-----	-------

Comments/Justification: Departmental staff bombards the Personnel Section with calls and visits related to recruitment. An online, real-time system will keep them abreast of exactly where a recruitment is and will eliminate many of the walk-ins now experienced.

Create and implement an online employee satisfaction survey - percent of system completed	N/A	N/A	N/A	N/A	75	75	80	ES5-2
---	-----	-----	-----	-----	----	----	----	-------

Comments/Justification: The retention of good employees is a goal of every employer. A Succession Planning Program will help to identify employees with promotable potential and will assist in their development and retention.

Develop an Succession Planning Program so that skills and talents cultivated and retained in the department - percent of program completed	N/A	N/A	N/A	N/A	50	50	100	ES5-2
--	-----	-----	-----	-----	----	----	-----	-------

Comments/Justification:

Percent of invoices paid within 30 days of receipt	N/A	N/A	75	85%	88%	88%	90%	ES8-3
--	-----	-----	----	-----	-----	-----	-----	-------

Comments/Justification: Vendors rely on the Prompt Payment Act and County contract terms to receive timely payments of their invoices. It is hoped that rapid turnaround time of their invoices will reduce their cost of capital and lower their bid prices on subsequent contracts.

Average turnaround time per invoice processed - average number of days to process an invoice	N/A	N/A	21	12.8	11	11	10	ES8-3
--	-----	-----	----	------	----	----	----	-------

Comments/Justification: Paying invoices within 30 days helps vendors and the County and may lower contract prices.

Reduce prior year's accounts receivable by 80% - percent of receivables reduced	N/A	N/A	N/A	N/A	80	80	80	ES8-3
---	-----	-----	-----	-----	----	----	----	-------

Comments/Justification: Revenue collections are very important to cashflow. Failure to collect receivables can lead to debt write-offs and inefficient cash management.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
5	Add a Personnel Specialist 1 position to relieve some of the work backlog and to expedite many personnel functions, including recruitment	0	0	44	44	32	10	1	1	Yes	No	1	ES1-4

COMMENTS/JUSTIFICATION: Personnel staff has remained fairly constant for many years. Despite changes in the number of GSA employees, only one person still handles hiring for an 800 staff department, resulting in positions being held vacant longer than necessary. The PS1 will help to expedite recruitment and eliminate Long-Term Vacancies.

7	Add an Office Support Specialist 2 in the Personnel Section to handle large filing volume, copying, mail, records shredding, destruction and other clerical functions. There are boxes of unattended documents that are a safety and security hazard.	0	0	35	35	24	9	1	1	No	No	1	ES1-4
---	---	---	---	----	----	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Admin staff is overwhelmed with clerical work. Filing work is backed up for more than 9 months, this position will alleviate that backlog and maintain filing current.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME

Activity: Construction Management & Renovation Services
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$269	\$449	\$3,464	\$2,336	\$0	\$1,539	\$954	
Internal Service Charges	\$22,726	\$26,738	\$26,531	\$21,099	\$25,688	\$23,165	\$24,708	
Intradepartmental Transfers	\$600	\$2,300	\$1,330	\$1,360	\$0	\$2,305	\$2,950	
TOTAL REVENUE	\$23,595	\$29,487	\$31,325	\$24,795	\$25,688	\$27,009	\$28,612	
EXPENDITURES								
Salary	\$4,533	\$4,919	\$5,360	\$5,723	\$6,837	\$6,890	\$7,910	0
Overtime Salary	\$172	\$213	\$177	\$172	\$44	\$102	\$102	
Fringe	\$1,328	\$1,213	\$1,618	\$1,643	\$2,343	\$2,343	\$2,594	0
Overtime Fringe	\$25	\$28	\$26	\$26	\$7	\$17	\$17	
Other Operating	\$15,678	\$16,611	\$19,164	\$13,638	\$15,895	\$13,672	\$13,842	0
Capital	\$177	\$368	\$251	\$97	\$135	\$299	\$130	0
TOTAL OPERATING EXPENDITURES	\$21,913	\$23,352	\$26,596	\$21,299	\$25,261	\$23,323	\$24,595	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$640	
Transfers	\$1,233	\$2,671	\$2,393	\$1,957	\$427	\$2,732	\$3,377	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$23,146	\$26,023	\$28,989	\$23,256	\$25,688	\$26,055	\$28,612	
REVENUES LESS EXPENDITURES	\$449	\$3,464	\$2,336	\$1,539	\$0	\$954	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	104	112	114	116	122	133	133	
Full-Time Positions Filled =	104	112	114	116		133		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =					16	18	20	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Customer satisfaction level with service provided by Project Managers to User Agencies. Percent of satisfied customers.	N/A	N/A	N/A	N/A	75	75	80	ES1-4
Comments/Justification: Survey of User Agency to occur after completion of each project to rate quality of work and quality of Project Manager performance.								
Creation and implementation of WEB based Customer Satisfaction survey - percent complete					50	75	100	ES6-1
Comments/Justification: 2nd quarter (05-06) - finalize survey contents. Work with MIS and CIO to implement onto Web site. 3rd quarter - (05-06) test site and responses 4th quarter (05-06) - finalize implementation for User Agencies. 06-07 receive and monitor results from WEB site.								
Identify User Agency satisfaction with work and Project Manager performance. Percent of users stating they are satisfied.	N/A	N/A	N/A	N/A	75	75	80	ES6-1
Comments/Justification: Survey of User Agency to occur after completion of each project to rate quality of work and quality of Project Manager performance.								
Customer satisfaction level with service provided by Project Managers to User Agencies. Percent of customers stating they are satisfied.	N/A	N/A	N/A	N/A	75	75	80	ES1-4
Comments/Justification: Survey of User Agency to occur after completion of each project to rate quality of work and quality of Project Manager performance.								
Customer satisfaction level with service provided by Project Managers to User Agencies. Percent of satisfied customers.	N/A	N/A	N/A	N/A	75	75	80	ES1-4
Comments/Justification: Survey of User Agency to occur after completion of each project to rate quality of work and quality of Project Manager performance.								
Average number of days to complete permitting per project.						Establish baseline	Reduce by 5%	ES6-1
Comments/Justification: Record actual number days until permit is issued to Project Manager. Baseline information to be determined in 05-06 for comparison to 06-07 data. Reduction in number of days aids in improving customer satisfaction.								
Monitor and implement Library Capital plan for the completion of major Library renovation and construction projects.	N/A	N/A	N/A	Identified major Library work	Design and construct Golden Glades Library.	Completion of Golden Glades Library.	Construct/design 3 Libraries	ES6-2
Comments/Justification: This is an ASE Initiative for management to provide oversight for new facility construction and major renovation project work for the Libraries.								
Number of Hurricane Work Requests Completed by the Renovation Services Section.	N/A	N/A	N/A	N/A	0	427	0	ES6-1
Comments/Justification: Approximately 427 work requests were made for repairs during the past hurricane season. To date, 192 requests have been completed.								
Number of Service Tickets Completed by Renovation Services.	3810	3476	3875	3756	3700	3700	3700	ES6-1
Comments/Justification: Approximately 3500 to 3700 service ticket work requests are called into the Renovation Services Section on a yearly basis for emergency, hurricane, preventive maintenance and repair work. There were 763 service tickets completed in the first quarter.								
Number of Libraries under construction as part of the Library Capital Plan	N/A	N/A	N/A	N/A	1	2	3	ES6-2
Comments/Justification: The construction of the Golden Glades Library is soon to be completed and the International Mall Library is to start in this fiscal year. The Kendale Lakes and the Naranja Libraries are to be under construction in 2006-07.								

Number of Libraries in the Design phase.	N/A	N/A	1	4	4	5	4	ES6-2
Comments/Justification: Design phases of Golden Glades and West Flagler completed. International Mall and Kendale Lakes design to be completed FY 05-06. Naranja, Aventura, So. Miami will continue in design into FY 06-07.								
Number of projects assigned per project manager.					35	10	10	ES6-3
Comments/Justification: The current ratio of project assignments per project manager is 35 to 1. Management is working with ERD on compensation reviews to retain and acquire qualified professional staff. Additional staff will assist in reducing backlog and current workload.								

Activity: Facilities & Utilities Management
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
911 Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
General Fund Countywide	\$15,087	\$15,936	\$15,562	\$21,067	\$25,136	\$25,136	\$33,517	
General Fund UMSA	\$1,475	\$1,557	\$1,488	\$2,034	\$2,454	\$2,454	\$2,956	
External Fees	\$315	\$605	\$712	\$1,150	\$992	\$1,520	\$1,694	
Carryover	\$2,713	\$1,247	\$164	\$-200	\$26	\$815	\$1,289	
Interagency Transfers	\$0	\$0	\$5,463	\$0	\$0	\$0	\$0	
Internal Service Charges	\$18,020	\$14,693	\$14,349	\$16,319	\$23,884	\$24,931	\$33,282	
Intradepartmental Transfers	\$4,735	\$4,627	\$5,643	\$3,142	\$866	\$1,333	\$769	
Non-Operating Revenue	\$0	\$0	\$0	\$0	\$0	\$1,244	\$600	
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$109	
Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$600	
TOTAL REVENUE	\$42,345	\$38,665	\$43,381	\$43,512	\$53,358	\$57,433	\$74,816	
EXPENDITURES								
Salary	\$6,632	\$6,147	\$6,756	\$7,557	\$9,286	\$9,405	\$10,196	0
Overtime Salary	\$410	\$387	\$429	\$447	\$386	\$406	\$409	
Fringe	\$1,702	\$1,474	\$1,820	\$2,046	\$2,815	\$2,844	\$3,334	0
Overtime Fringe	\$61	\$53	\$67	\$68	\$60	\$61	\$63	
Other Operating	\$28,662	\$26,021	\$24,504	\$29,087	\$34,349	\$35,456	\$43,676	0
Capital	\$1,187	\$266	\$316	\$256	\$302	\$794	\$1,022	0
TOTAL OPERATING EXPENDITURES	\$38,654	\$34,348	\$33,892	\$39,461	\$47,198	\$48,966	\$58,700	
Debt Services	\$0	\$221	\$427	\$461	\$4,939	\$4,974	\$11,437	
Reserves	\$0	\$0	\$0	\$0	\$245	\$245	\$2,930	
Transfers	\$2,444	\$4,212	\$9,262	\$2,775	\$976	\$1,959	\$1,749	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$41,098	\$38,781	\$43,581	\$42,697	\$53,358	\$56,144	\$74,816	
REVENUES LESS EXPENDITURES	\$1,247	\$-116	\$-200	\$815	\$0	\$1,289	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	157	157	164	172	181	189	189	
Full-Time Positions Filled =	157	157	164	172		189		
Part-time FTEs Budgeted =	8	8	8	15	15	11	11	
Temporary FTEs Budgeted =	0	0	0	6	1.5	5	0.5	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Building Condition Rating (BCR) for GSA-managed buildings, as measured in bi-annual site inspections.						Base Year Rating	5	ES6-4

Comments/Justification: FY07 target is shown as a 5% percentage improvement over FY06 value. In future reporting periods, the actual BCR will be reported. For the measure, building managers are required to make weekly inspections, note deficiencies, and take corrective action. BCR will measure overall quality of condition and appearance, and will be determined via bi-annual inspection tours by teams of non-facilities personnel.

Customer Satisfaction Rating for Building Services.						Base Year Rating	5	ES1-4
---	--	--	--	--	--	------------------	---	-------

Comments/Justification: FY07 target is shown as a 5% percentage improvement over FY06 value. In future reporting periods, the actual Customer Satisfaction Rating will be reported. Targeted customer surveys will measure appearance, cleanliness, safety and security, staff responsiveness and customer service, environmental comfort, building amenities and elevator service, among other factors. Survey(s) data will be compiled and reported at year end.

Percent variance of GSA building operating expense per square foot above or below(-) comparable private sector buildings.	n/a	4.70	0	-1.72	0	-2.13	-2.13	ES8-1
---	-----	------	---	-------	---	-------	-------	-------

Comments/Justification: Compares operating cost in GSA office buildings with similar private sector buildings, as reported by Building Owners and Managers International (BOMI). Reported once, during the first quarter of each fiscal year.

Number of emergency power generators tested with external resistive battery load banks			17	24	30	18	27	ES6-1
--	--	--	----	----	----	----	----	-------

Comments/Justification: Emergency generators are typically sized to handle larger electrical loads than can be simulated during routine preventive maintenance. Standard tests don't fully "load" the generators; as a result, they often create carbon deposits on the valves, fuel injectors and seals, all of which decrease reliability. Over time, the accumulated effect of those deposits will increase the chance of generator breakdowns when they are exposed to actual emergency or heavy load conditions. By running a generator at its maximum load for several hours, 'load bank' tests help to remove the damaging deposits, thereby improving the overall reliability of the unit. In tests run to date, staff has encountered a failure rate as high as two in ten, or 20%. While not a guarantee of failure, it provides indication of potential failure that should be addressed.

Customer satisfaction rating for security services						Base Year Rating	5	ES1-4
--	--	--	--	--	--	------------------	---	-------

Comments/Justification: FY07 target is shown as a 5% percentage improvement over FY06 value. In future reporting periods, the actual Customer Satisfaction Rating will be reported. Targeted customer surveys will measure satisfaction with the provision of guard and screening personnel, alarm system installations, alarm monitoring and service, and investigatory functions. Survey(s) data will be compiled and reported at year end.

Number of days to complete projects to lease private property or building space	150	144	168	257	185	175	175	ES1-4
---	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: Average of all new leases completed during the measurement period, from date of request to BCC Meeting

Number of days to complete projects to acquire private property or buildings	443	369	420	222	360	420	330	ES1-4
--	-----	-----	-----	-----	-----	-----	-----	-------

Comments/Justification: Average of all acquisitions completed during the measurement period, from date of request to BCC Meeting

Number of days for issuance of elevator new installation permits					n/a	49	30	ED4-2
--	--	--	--	--	-----	----	----	-------

Comments/Justification: Increase satisfaction of private elevator companies by minimizing processing time for elevator equipment installation permits. Faster processing will speed private construction projects. Planned system improvements will improve processing times.

Percentage of regulated elevators with valid current Certificates of					n/a	85	90	NU4-1
--	--	--	--	--	-----	----	----	-------

Operation									
Comments/Justification: Increase percentage of regulated elevator equipment with valid Certificates of Operation by encouraging voluntary compliance with the State Elevator Code. Increase outreach to industry, provide easy access to services, implement appropriately graduated warnings and penalties for violations, and ensure consistent interpretation and application of enforcement practices.									
Training Hours	N/A	N/A	N/A	N/A	N/A	1500	2000	ES5-4	
Comments/Justification: Increased proficiencies and competencies will enhance staff's ability and motivation to deliver excellent service to customers and citizens.									
Rentable square footage maintained per maintenance employee	n/a	72904	70832	59454	62843	61818	63859	ES6-4	
Comments/Justification: The private sector, as reported by the Building Owners and Managers Association (BOMA), maintains roughly 58,400 square feet per maintenance staff person. This measure should be evaluated in relation to Customer Satisfaction Rating. (The goal should be to maintain as high a ratio as possible, but not at the expense of customer satisfaction.)									
Percentage of Memoranda of Agreement or Space Use Agreements executed with Client Agencies.					n/a	25	100	ES1-4	
Comments/Justification: Better manage expectations of customers by clarifying services to be provided, fees to be charged, service quality expectations, and other relevant issues.									
Number of major projects completed under GSA Enhanced Maintenance & Repair (Sparkle) Program				7	n/a	15	15	ES6-4	
Comments/Justification: Tracks extraordinary facility refurbishment initiatives performed by in-house staff through Preventive Maintenance & Repair Program at various GSA facilities.									
Integrate New Equipment permit application process with Elevator Tracking System. Number represents percent completed.						50	100	ED4-2	
Comments/Justification: Modify Elevator Tacking System (ETS) to integrate permit application records - currently maintained in a database separate from ETS. Will result in the automated issuance of State serial numbers and permits for Elevator New Installation projects, both of which are currently done manually. By automating this process, the Division will save approximately \$50,000 per year.									
Add online inspection report capability to Elevator Tracking System. Number represents percent completion.							100	NU4-1	
Comments/Justification: Streamline process for private sector inspectors to submit all mandated elevator inspection reports to the Office of Elevator Safety. Electronic data submittal will reduce overall processing time over conventional hard copy delivery methods and data entry by staff.									
Number of days to complete projects to amend existing lease agreements	N/A	171	60	100	120	120	113	ES1-4	
Comments/Justification: Average of all amendments completed during the measurement period, from date of request to BCC Meeting									
Number of days to complete governmental facility hearing processes	270	291	234	240	240	240	220	ES1-4	
Comments/Justification: Average of all governmental hearing processes completed during the measurement period, from date of request to BCC Meeting									
Number of surplus County-owned parcels sold or conveyed for Infill or Affordable Housing development	95	88	108	98	100	128	50	ES8-1	
Comments/Justification: The County has made available surplus property for the development of affordable housing in the infill area. The inventory of surplus property has been significantly reduced.									

Number of facilities with contract security supervised by GSA Security						198	199	ES6-1
Comments/Justification: Workload measure to quantify the scope of security guard and screening services contracts administered through GSA. Includes all security services contract sites except for Miami-Dade Transit and Public Works Special Taxing Districts.								
Dollar value (in millions) of County payments to vendors on security services contracts administered by GSA Security						30.1	34.1	ES6-1
Comments/Justification: Workload measure to quantify the volume of payments made under the security services contracts administered through GSA. Includes all security services contract payments except for Miami-Dade Transit and Public Works Special Taxing Districts.								
Complete chilled water system expansion by interconnecting TECO and County distribution loops. Numbers represent percent of completion.						10	100	ES8-1
Comments/Justification: Following the purchase of the TECO District Cooling Loop, the full build-out of the TECO ice plant must be completed; the existing TECO underground piping system must be extended to and tied into the existing County loop, and; the new combined system must be fully tested. Because of its younger age, and more efficient technology, the (former) TECO plant will provide chilled water for County loop at lesser expense.								
Percentage completion of construction of Employee Wellness Center at Stephen P. Clark Center.					100	100	Program Implementation	ED1-1
Comments/Justification: Construction approved for FY06, and will be completed on schedule. Fitness Center operations will commence in October 2006, with Wellness Program components under funding consideration for FY06-07.								
Security protection assessment of County facilities to develop security strategies that effectively balance personnel and technology. Number represents project completion percentage.							100	ES8-1
Comments/Justification: Facility security audits can result in the identification of protection strategies that offer improved facility security and, at the same time, produce long term savings by replacing recurring contract security personnel costs with one-time technology security solutions. Industry research indicates a payback in reduced security personnel expense of between 6 months and 2 years for technology investments. (Examples of Orange County, Lakeland Electric, and Progress Energy.)								
Percentage of scheduled preventive maintenance inspections completed						75	85	ED1-1
Comments/Justification: The GSA Emergency Generator Team (EGT) currently has service contracts with 13 County agencies, for the preventive maintenance (PM) and repair of 246 generators. These service contracts require that PM inspections and maintenance be conducted on a weekly, biweekly, monthly, or quarterly basis, depending upon the type of generator and nature of the facility. The closer the EGT comes achieving 100% of its scheduled inspections, the greater the likelihood of the units operating as needed during emergencies or power outages. The expansion in the number of units maintained has made it increasingly difficult to meet schedule demands.								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Overtown Building Staff	568	55	2606	3229	343	116	2760	10	No	No	8	ES6-4

COMMENTS/JUSTIFICATION: Additional staff required in order to assume management of this new facility, which is scheduled for occupancy in mid-2006. This is a seventeen story facility measuring 339,229 gross square feet (317,662 rentable) and a nine story parking garage.

1	Provide dedicated Sustainable Building and Energy Management staffing, which will result in development and implementation of County sustainable building and energy management programs.	0	0	153	153	67	18	65	3	No	No	1	ES8-1
---	---	---	---	-----	-----	----	----	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This enhancement responds to a 2005 Commission mandate for a Sustainable Building Program, and to the County Manager's Priority for energy conservation. The enhancement contemplates the hiring of outside contractual expertise, an upper mid-level County position, temporary agency positions, or a combination thereof. Priorities will include the development of a Sustainable Building Program, which will include, in phases: (1) leading a Sustainable Building Committee; (2) developing private sector outreach initiatives and partnership efforts; (3) directing the development of a "Green" Strategic Plan, County green building policy, and County facilities development and management ordinances; (4) developing green building design and construction standards; (5) developing green procurement standards; (6) setting program goals and objectives, and; (7) establishing performance standards and demonstration projects.

1	Improve service levels for emergency generators at County facilities by adding additional power systems technician to GSA Emergency Generator Team.	0	0	76	76	39	13	23	1	No	No	1	ES6-4
---	---	---	---	----	----	----	----	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: 37% of maintained generators are over 20 years old, and 69% are over 10 years old. Less than 10% are five years or newer. An additional Power Systems Technician will reduce the excessive workload per technician, increase the number of scheduled preventive maintenance inspections, improve staff's ability to respond during emergencies, and increase the number of emergency load bank tests. Based upon current work standards, the EGT is the better part of two FTE's short. Funding is adequate to cover one of the two positions, which is why the request has been limited to one position, although two are needed. The added position will help staff to increase its percentage of scheduled PM inspections from 85% to closer to 100%, and to increase the number of annual load bank tests from 27 to 32.

1	Perform security protection assessment of County facilities to evaluate personnel and technology security solutions	0	0	80	80	0	0	80	0	No	No	0	ES8-1
---	---	---	---	----	----	---	---	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Evaluate feasibility of replacing recurring contract security personnel with one-time technology security improvements. Industry experience indicates that capital improvements can pay for themselves in as little as six months to two years through the savings in contract personnel expense.

2	HARB staff	74	8	0	82	61	21	0	0	No	No	2	ES6-4
---	------------	----	---	---	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Additional staff required to begin maintenance and repair of the many buildings at the HARB. As demolition proceeds and other tenant activity follows, there may be the need for additional positions to properly operate the facilities.

2	Add staff support experienced in grant writing and technical research & development to facilitate revenue identification and cost containment.	0	0	73	73	52	14	6	1	No	No	1	ES8-1
---	--	---	---	----	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The attacks of September 11th, 2001, and the subsequent war on terrorism, as well as the intensification of recent hurricane seasons, has led to large pots of (primarily) federal dollars being made available for local security and storm mitigation initiatives. In the last six months, GSA has submitted five applications totaling \$20.8 million. The effort to implement sustainable ("green") development is also likely to qualify MDC for federal and state grant funding opportunities. With the addition of knowledgeable staff, GSA expects to identify new opportunities, and follow through on a number of past options that were passed up due to staff shortages. Between secured grant funding and savings generated through identified technology and process improvements, this position should be self-sustaining.

3	Implement Employee Wellness Center at Stephen P. Clark Center	738	73	0	811	89	32	172	518	No	No	0	ES5-3
---	---	-----	----	---	-----	----	----	-----	-----	----	----	---	-------

COMMENTS/JUSTIFICATION: Capital funding for an Employee Fitness Center was approved for FY06. \$421,000 is loaded into the FY07 Base for the operation of the Fitness Center, the opening of which is planned for October 2006. Staff continues to explore the viability of creating a corporate sponsorship for the fitness center. This enhancement will fund the additional capital and operating expenses necessary to expand the scope of the fitness center to include Employee Wellness. National data reflects (1) the growing trend among major public and private organizations to implement wellness programs, and (2) mounting evidence that well-designed programs (that partner fitness with counseling, health screenings, and other wellness initiatives) result in Returns on Investment (ROI) of from \$2 to \$6 for every dollar invested. In addition, Wellness Initiatives are demonstrated to reduce turnover and absenteeism, increase productivity, and improve health risk factors (e.g. weight loss, reduced blood pressure) in enrolled employees.

4	Increase staffing for Integrated Pest Management Program	0	0	47	47	31	10	5	1	No	No	1	ES6-4
---	--	---	---	----	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: The original function of the position was to administer and coordinate the IPM contract. In recent years, the role of the GSA IPM function has grown in scope and magnitude. The number of sites overseen by the one existing staff member now number over 800, NOT including the recent addition of the bus and rail fleet (816 buses, 47 rail and 53 mover cars). In addition, GSA now regularly consults with other internal and external agencies on non-IPM issues such as, termites, lawn & ornamental pests, nuisance birds, feral cats, and most recently, Africanized honey bees. The addition of at least one position will enhance GSA's ability to meet these demands, and ensure IPM Contract vendor compliance.

9	Increase Maintenance and Repair Staff (PM Team)	0	0	-91	-91	146	44	-283	2	No	No	4	ES6-4
---	---	---	---	-----	-----	-----	----	------	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Added staff will provide a more comprehensive/frequent "sparkle program" and an increased number of routine repairs by less expensive maintenance mechanics. This measure will also reduce service ticket expenditures by more than \$300K, reduce response time to minor tenant repairs and allow for more 'on demand' aesthetic improvements.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Reduce electronic screening at the Stephen P. Clark Center to pre-911 levels	-729	-71	0	-800	0	0	-800	0	No	0	ES6-1

COMMENTS/JUSTIFICATION: Electronic screening for access to BCC floors would be continued. Current screening of all SPCC visitors and belongings does little to deter terrorist threats, and does not address workplace violence.

Activity: Fleet Management

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$3,233	\$4,519	\$6,950	\$13,249	\$1,301	\$16,572	\$11,819	
Internal Service Charges	\$76,692	\$80,883	\$79,606	\$94,179	\$91,280	\$100,684	\$113,372	
Intradepartmental Transfers	\$0	\$0	\$0	\$0	\$1,100	\$2,000	\$2,100	
TOTAL REVENUE	\$79,925	\$85,402	\$86,556	\$107,428	\$93,681	\$119,256	\$127,291	
EXPENDITURES								
Salary	\$10,328	\$10,230	\$11,055	\$12,311	\$12,822	\$13,237	\$13,568	0
Overtime Salary	\$1,567	\$1,777	\$2,144	\$2,259	\$1,448	\$1,859	\$1,873	
Fringe	\$3,139	\$3,375	\$3,649	\$3,739	\$4,259	\$4,267	\$4,626	0
Overtime Fringe	\$240	\$244	\$336	\$355	\$241	\$351	\$337	
Other Operating	\$34,232	\$35,615	\$36,820	\$45,388	\$41,444	\$53,288	\$53,522	0
Capital	\$21,324	\$23,562	\$12,278	\$22,793	\$29,803	\$29,771	\$46,341	0
TOTAL OPERATING EXPENDITURES	\$70,830	\$74,803	\$66,282	\$86,845	\$90,017	\$102,773	\$120,267	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$3,460	
Transfers	\$4,576	\$3,649	\$7,025	\$4,011	\$3,664	\$4,664	\$3,564	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$75,406	\$78,452	\$73,307	\$90,856	\$93,681	\$107,437	\$127,291	
REVENUES LESS EXPENDITURES	\$4,519	\$6,950	\$13,249	\$16,572	\$0	\$11,819	\$0	

255

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	278	250	260	259	257	257	257	
Full-Time Positions Filled =	260	240	246	247		257		
Part-time FTEs Budgeted =	1	1	1					
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
								ES7-1
Comments/Justification:								
Achieve turnaround time of 3 days or less on 80% of the 10 targeted fixed price repair types.	N/A	N/A	N/A	N/A	3	3	3	ES7-1
Comments/Justification: Monitoring of 10 repairs to start second quarter. Detail in ASE.								
Achieve technician productivity rate at or above 85%.	N/A	N/A	N/A	N/A	85	87	90	ES7-1
Comments/Justification: Individual productivity of all billable/production employees in Light Maintenance is being monitored and includes Light Equipment Technicians and Maintenance Repairers-Automotive.								
								ES7-1
Comments/Justification:								
Achieve technician productivity rate at or above 85%.	N/A	N/A	N/A	N/A	85	95	95	ES7-1
Comments/Justification: Individual productivity of all billable/production employees in Heavy Maintenance is being monitored and includes Heavy Equipment Technicians and Heavy Truck Tire Repairers.								
								ES7-1
Comments/Justification:								
								ES7-1
Comments/Justification:								
Number of environmentally friendly and fuel efficient vehicles in the County's fleet	N/A	N/A	206	281	416	416	566	ES7-4
Comments/Justification: 135 model year 2006 hybrid sedans (Honda Civics) are expected for delivery in August/September 2006 for a total of 416 County hybrids.								
Develop and implement Service Agreements for both internal and external customers stating specific services, charges and performance measures that will be provided by Fleet Management.						15	15	ES1-4
Comments/Justification: The goal for 05/06 is to develop the boiler plate language and execute 15 agreements. Another 15 agreements are targeted for execution next fiscal year.								
Maintain administrative overhead below 7%.				5.4	6.1	5.1	4.98	ES8-4
Comments/Justification: The overhead is comprised of all administrative expenses including transfers to centralized GSA Accounting and Personnel.								
Monitor internal procedures to ensure successful warranty reimbursements targeted. \$'000 reimbursed.					168	168	170	ES7-1
Comments/Justification: Warranty reimbursements will be monitored and reported on quarterly.								
Percentage of fuel sites converted to the VIT cardless fuel system which will increase customer satisfaction by reducing the time		20	69	79	86	93	100	ES7-1

2.57

required to obtain fuel.

Comments/Justification: 24 of the 29 fuel sites have been equipped with the cardless fuel system.

Cumulative number of VIT cardless transmitter installations on new vehicles.			266	946	1892	1892	2892	ES7-1
--	--	--	-----	-----	------	------	------	-------

Comments/Justification: By the end of FY 05/06, 1,892 vehicle information transmitter installations(cardless technology)are projected and an additional 1,000 installations are projected for 06/07 for a total of 2,892 vehicles equipped with the VIT technology.

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
6	Add three Heavy Equipment Technicians and 1 Welder for the new second shift operation at the Construction and Welding Shop. Also add 1 Fleet Management Assistant Facility Supervisor for the new second shift to ensure compliance and quality control.	0	0	-172	-172	-25	-7	-140	0	No	No	5	ES7-1

COMMENTS/JUSTIFICATION: These additional positions will reduce ongoing overtime and improve customer service by reducing the turnaround time on vehicle repairs from approx. 5 days to 2. There are expected savings of \$300K from a reduction in overtime and \$140K from contracted welding work.

8	Add 7 Maintenance Repairers to perform vehicle PMs within a 24 hour turn around time. Also adding 3 Data Entry Specialists who will post all service items to the system allowing supervisors to do their job.	0	0	3	3	250	103	-350	0	No	No	10	ES7-1
---	--	---	---	---	---	-----	-----	------	---	----	----	----	-------

COMMENTS/JUSTIFICATION: These positions will allow the reallocation of more complex work to technicians and the reduction of \$350K contracted a/c work. The result is a savings in vehicle turnaround time of 2-3 days, a 10% savings to customers, and improved quality of work. Equally important is the re-focus of supervisory talent and skills to improved service delivery.

Activity: Materials Management
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$-26	\$-379	\$-334	\$-924	\$0	\$-400	\$-200	
Internal Service Charges	\$13,815	\$15,130	\$14,522	\$15,781	\$14,696	\$15,964	\$16,249	
Other Revenues	\$0	\$2,733	\$2,160	\$2,782	\$2,000	\$2,000	\$2,000	
TOTAL REVENUE	\$13,789	\$17,484	\$16,348	\$17,639	\$16,696	\$17,564	\$18,049	
EXPENDITURES								
Salary	\$2,189	\$2,251	\$2,397	\$2,618	\$2,644	\$2,653	\$2,898	0
Overtime Salary	\$101	\$112	\$104	\$97	\$110	\$89	\$91	
Fringe	\$548	\$567	\$675	\$767	\$833	\$814	\$962	0
Overtime Fringe	\$21	\$15	\$16	\$15	\$17	\$14	\$16	
Other Operating	\$10,863	\$11,841	\$11,504	\$11,376	\$10,809	\$11,887	\$11,821	0
Capital	\$83	\$54	\$15	\$48	\$22	\$46	\$0	0
TOTAL OPERATING EXPENDITURES	\$13,805	\$14,840	\$14,711	\$14,921	\$14,435	\$15,503	\$15,788	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$363	\$2,978	\$2,561	\$3,118	\$2,261	\$2,261	\$2,261	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$14,168	\$17,818	\$17,272	\$18,039	\$16,696	\$17,764	\$18,049	
REVENUES LESS EXPENDITURES	\$-379	\$-334	\$-924	\$-400	\$0	\$-200	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	55	54	55	56	55	55	55	
Full-Time Positions Filled =	55	54	55	56		53		
Part-time FTEs Budgeted =	1	1	1	1	1	0	0.25	
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Increase the number of surplus property sales conducted through the use of the internet.	N/A	N/A	N/A	60	N/A	72	72	ES8-1
Comments/Justification: Through increased use of the internet for the sale of surplus property, we expect to increase our revenue, and expand our customer base.								
Reduce the amount of stock on hand - number of inventory items	N/A	N/A	252600	204642	187000	185,000	185000	ES3-1
Comments/Justification: In FY 04-05, this effort resulted in a stock reduction of 19%. Measure is number of units of sale, not dollars.								
1. Maintain current average turn around time for medium size (2,500 - 10,000 impressions) print jobs in the Copy Center. Average no of days to turnaround a job.	N/A	N/A	N/A	2.47	2.47	2.47	2.47	ES2-2
Comments/Justification:								
2. Increase in color digital output. No of impressions produced.	N/A	N/A	12000	27000	81000	81000	81000	ES2-1
Comments/Justification: With the acquisition of a second color copier, we'll now be able to meet demand.								
Conduct customer satisfaction surveys - percent of satisfied customers	N/A	N/A	N/A	N/A	85%	85%	85%	ES1-4
Comments/Justification: Customer satisfaction surveys will be sent with each order delivered for a period of two months. This process will be repeated in six months. Our goal is to attain an 85% or greater response of "somewhat agree" or better.								
Reduce backorders - number of backordered line items	N/A	N/A	N/A	93	60	60	60	ED1-1
Comments/Justification: At the end of FY05, there were on average, 93 line items on backorder to our customers. Our goal is to reduce the average number of line items on backorder to 60.								
Capital assets added to county inventory	N/A	N/A	N/A	N/A	N/A	4000	N/A	ED1-1
Comments/Justification: This measure will report on an annual basis the actual number of assets added to county inventory. FY05-06 Q1 value is 1004 assets added to inventory.								
Moving Crew Production	N/A	N/A	N/A	N/A	N/A	320	320	ED1-1
Comments/Justification: This measure will monitor the number of jobs performed by the Moving Crew. In FY05-06 Q1 the number of jobs performed was 80.								
Vehicle Tags issued	N/A	N/A	N/A	1541	N/A	1500	N/A	ED1-1
Comments/Justification: This measure will report the number of vehicle tags issued on an annual basis.								
Revenue returned to departments from surplus property sales.	N/A	\$2,733,000	\$2,160,000	\$2,782,000	\$2,000,000	\$2,000,000	\$2,000,000	ED1-1
Comments/Justification: This measure will reflect the funds returned to departments from the sale of surplus property, on an annual basis.								
Processed outgoing U.S. Mail - millions of pieces processed	N/A	N/A	N/A	N/A	2.8	2.8	2.8	ED1-1
Comments/Justification: This measure will report on the number of pieces of processed outgoing U.S. Mail. FY05-06 Q1: 686,475 pieces were processed.								

262

Copy Center Production - millions of impressions produced.	N/A	N/A	N/A	N/A	N/A	18	N/A	ED1-1
Comments/Justification: This measure will track the number of black and white impressions produced on a quarterly basis in the Copy Center. FY05-06 Q1: 4,623,851 impressions								
Print Shop Production - number of jobs produced.	N/A	N/A	N/A	N/A	N/A	2,400	N/A	ED1-1
Comments/Justification: This measure will report the number of completed graphic design/print jobs completed on a quarterly basis at the Milan Diary plant. FY05-06 Q1: 603 jobs								
Training/Seminars	N/A	N/A	N/A	N/A	N/A	30	30	ED1-1
Comments/Justification: To provide at least 30 hours of training per quarter to the Graphic Design staff.								
Business services to non-County entities - number of entities doing business with Materials Management Division	N/A	N/A	N/A	32	32	32	32	ED1-1
Comments/Justification: This measure will report, on an annual basis, the number of non-County entities that Materials Management provided business services to.								
Business Supply Orders Filled	20640	20567	20079	19089	20000	20000	20000	ED1-1
Comments/Justification: This measure will monitor the number of regular business supply requests received and filled on a quarterly basis. FY05-06 Q1: 3,830 orders								
Special Orders for business supplies	N/A	N/A	813	840	800	750	800	ED1-1
Comments/Justification: This measure will quantify the number of special orders processed on a quarterly basis. FY05-06 Q1: 172 special orders								
Supply items awarded to Office Depot	N/A	N/A	11%	3%	N/A	N/A	N/A	ED1-1
Comments/Justification: This measure reports on the number of line items awarded to Office Depot on a six month "Spot Market" bid solicitation. (History will reflect Office Depots # of items awarded as a percentage of the total line items solicited.) The average number of line items available for award is 459. During the last Spot Market solicitation, Office Depot was low bid on 12 items.								
Office Supply \$ Comparison: Materials Management vs. Office Depot	N/A	N/A	N/A	N/A	N/A	N/A	N/A	ED1-1
Comments/Justification: This measure will report the results of a market basket survey which will be conducted in conjunction with the six month Spot Market office supply contract. The cost of the market baskets will be reported. The cost of the baskets for the last six months solicitation is Materials Management=\$102.00 Office Depot=\$167.00								
Average number of days to deliver supply requests	N/A	N/A	N/A	5	4	4	4	ED1-1
Comments/Justification: This measure will report on the average delivery time for business supplies to our customers. The current average delivery time is 5 days.								

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$150	\$159	\$44	\$-54	\$0	\$-13	\$0	
Internal Service Charges	\$12,698	\$13,000	\$15,450	\$16,000	\$17,235	\$17,204	\$17,824	
TOTAL REVENUE	\$12,848	\$13,159	\$15,494	\$15,946	\$17,235	\$17,191	\$17,824	
EXPENDITURES								
Salary	\$5,454	\$5,768	\$6,573	\$7,441	\$8,027	\$8,002	\$8,228	0
Overtime Salary	\$6	\$21	\$7	\$13	\$12	\$12	\$12	
Fringe	\$1,340	\$1,396	\$1,752	\$2,005	\$2,376	\$2,349	\$2,625	0
Overtime Fringe	\$4	\$4	\$3	\$4	\$4	\$4	\$4	
Other Operating	\$5,489	\$5,561	\$6,240	\$5,755	\$6,261	\$6,268	\$6,374	0
Capital	\$34	\$64	\$108	\$73	\$20	\$21	\$46	0
TOTAL OPERATING EXPENDITURES	\$12,327	\$12,814	\$14,683	\$15,291	\$16,700	\$16,656	\$17,289	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$362	\$301	\$865	\$668	\$535	\$535	\$535	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$12,689	\$13,115	\$15,548	\$15,959	\$17,235	\$17,191	\$17,824	
REVENUES LESS EXPENDITURES	\$159	\$44	\$-54	\$-13	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	115	118	123	129	129	129	126	
Full-Time Positions Filled =	115	118	116	123		128		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Upgrade/enhance contractor insurance certificate tracking system. Increase number of departments using the system.	N/A	N/A	N/A	N/A	2	2	>2	ES4-6
Comments/Justification: The new system will be a Windows based program which will be user friendly for departmental access. Departments will be able to view insurance information for each contract they administer. Customized reports will be developed for individual departments use when system is implemented.								
Percentage of employees using online beneficiary designation form.	N/A	N/A	N/A	N/A	20	20	30	ES4-6
Comments/Justification: The use of online beneficiary designations will allow employees to review and update forms at any time. Given that there is no jeopardy to the employees coverage by not going online, our initial target is to obtain 20% participation (of employees with access to computers) in the current fiscal year and increase participation through awareness of the program.								
Reduce per claim cost of auto property damage claims. - average dollar cost per claim	1070	1107	753	927	978	978	978	ES8-1
Comments/Justification: This measure will be accomplished by hiring an in house appraiser, purchasing an estimating database, increasing use of recycled parts, and reducing supplements. Our average cost for the past five FY's is \$1029. Our goal is a 5% reduction by FY 06/07.								
Improve Workers' Compensation claims management process: - Reduce average cost per claim (\$'000)	7567	6369	4969	3835	4269	4269	4269	ES8-1
Comments/Justification: We have determined the average cost per claim for the past 2 fiscal years to be \$4,401. Our goal is to reduce the average cost per claim by 3% to \$4,269, through aggressive and effective claims handling.								
Improve Workers' Compensation claims management process: - Improve performance measures of staff; performance rating, highest score is 100.	N/A	N/A	N/A	N/A	N/A	85	90	ES8-1
Comments/Justification: Adjuster claim files are audited on a monthly basis to evaluate the adjusters performance against an established rating scale. The areas evaluated include quality of work, timeliness of payment, timely filing of forms, and quality of work. Based on the evaluation, the adjuster receives a numerical score. Our goal is to increase these scores by 5%.								
Develop strategy for providing employee health care - percent completed	N/A	N/A	N/A	N/A	100	100	N/A	ES5-2
Comments/Justification: This initiative will be accomplished by issuing health care surveys to employees, conducting focus groups, holding and employee workshop and preparing written recommendations to the Manager.								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	Add 2 Claims Representative positions to accommodate the newly-mandated electronic filing of Workers' Compensation forms to the State.	0	0	86	86	62	21	0	3	No	No	2	ES1-1

COMMENTS/JUSTIFICATION: Since Spring 2005, the State required that DWC-1, 4, 12, & 13 forms be sent electronically. Every claim merits a DWC-1 form that must be filed within 14 days of injury. Late filings result in a \$500 fine per form. Claims Reps do about 30K-40K transactions per year.

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: General Services Administration

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM GENERAL SERVICES ADMINISTRATION

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
County Attorney's Office		No	\$3,600	\$3,900	\$3,900	\$4,100	\$4,100	\$4,100	\$4,100
Public Works		No	\$329	\$329	\$346	\$368	\$425	\$425	\$425
Employee Relations		No	\$196	\$239	\$257	\$346	\$283	\$327	\$332
Capital Outlay Reserve		No	\$2,100	\$2,100	\$4,500	\$2,100	\$1,100	\$1,100	\$0
Non-Departmental		No	\$400	\$400	\$400	\$400	\$400	\$400	\$400
Total Transfer to other Departments			\$6,625	\$6,968	\$9,403	\$7,314	\$6,308	\$6,352	\$5,257

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO GENERAL SERVICES ADMINISTRATION

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Public Works	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - general fund	No	\$0	\$116	\$117	\$126	\$134	\$139	\$146
Fire Rescue	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - special revenue fund	No	\$0	\$119	\$121	\$130	\$138	\$143	\$146
Environmental Resources Management	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - proprietary revenues	No	\$0	\$468	\$475	\$511	\$543	\$563	\$572
Planning and Zoning	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - proprietary revenues	No	\$0	\$229	\$232	\$249	\$265	\$275	\$279
Building	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - proprietary revenues	No	\$0	\$2,135	\$2,167	\$2,328	\$2,476	\$2,570	\$2,608
Water and Sewer	Reimbursement for pro-rata share of building management expenses at the West Dade Permitting Center - proprietary revenues	No	\$0	\$47	\$48	\$52	\$55	\$57	\$58
Public Works	Reimbursement for pro-rata share of building management expenses at the South Dade	No	\$0	\$32	\$47	\$36	\$23	\$23	\$25

268

	Government Center - general fund								
Fire Rescue	Reimbursement for pro- rata share of building management expenses at the South Dade Government Center - general fund	No	\$0	\$6	\$10	\$11	\$17	\$17	\$18
Library	Reimbursement for pro- rata share of building management expenses at the South Dade Government Center - general fund	No	\$0	\$144	\$121	\$116	\$136	\$134	\$140
Police	Reimbursement for pro- rata share of building management expenses at the South Dade Government Center - general fund	No	\$0	\$114	\$116	\$116	\$124	\$124	\$127
Solid Waste Management	Reimbursement for building management expenses for the Hickman Building - general fund	No	\$0	\$715	\$738	\$783	\$861	\$919	\$946
Total Transfer from other Departments			\$0	\$4,125	\$4,192	\$4,458	\$4,772	\$4,964	\$5,065

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: General Services Administration

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Fuel & Lubricants	Object 410	\$13,756	\$16,113	\$18,348	\$25,609	\$21,284	\$32,671	\$32,757
Contract Temporary Employee Costs	Object 215	\$1,032	\$1,183	\$1,449	\$1,384	\$414	\$1,129	\$1,041
Travel Costs	Object 312	\$36	\$26	\$43	\$68	\$84	\$97	\$98
Rent	25511	\$2,101	\$1,853	\$2,058	\$2,198	\$2,241	\$2,262	\$2,221
Electricity Costs	22010	\$5,426	\$5,870	\$6,540	\$6,611	\$6,931	\$8,945	\$9,869
Security Charges	22310/22490	\$4,567	\$6,824	\$5,732	\$6,630	\$6,291	\$6,380	\$6,870
Janitorial Services Costs	22341	\$5,506	\$5,400	\$5,715	\$5,901	\$6,757	\$6,797	\$7,712

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

General Services Administration

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
County Bonds/Debt										
Building Better Communities GOB Program	6,430	17,055	10,390	6,345	9,155	17,175	7,630	0	102,140	169,890
Financing Proceeds	186,500	186,500	13,567	0	0	0	0	0	0	200,067
Future Financing	0	0	19,100	0	0	0	0	0	0	19,100
Total:	192,930	203,555	43,057	6,345	9,155	17,175	7,630	0	102,140	389,057

Other County Sources

Capital Outlay Reserve	1,100	1,100	3,700	0	0	0	0	0	0	4,800
Operating Revenue	2,874	3,488	9,901	4,700	3,800	0	0	0	0	21,889
Sale of Surplus Property	0	933	0	0	0	0	0	0	0	933
Total:	3,974	5,521	13,601	4,700	3,800	0	0	0	0	27,622

Department Total:	196,904	209,076	56,658	11,045	12,955	17,175	7,630	0	102,140	416,679
--------------------------	----------------	----------------	---------------	---------------	---------------	---------------	--------------	----------	----------------	----------------

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies									
	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Computer and Systems Automation									
EQUIPMENT MANAGEMENT SYSTEM (EMS) CONVERSION	907	0	0	0	0	0	0	0	907
Computer Equipment									
IBM AS/400 MID-RANGE COMPUTER	0	36	0	0	0	0	0	0	36
Environmental Projects									
AMELIA EARHART FUELING FACILITY UNDERGROUND STORAGE TANK REPLACEMENT	0	0	0	250	0	0	0	0	250
CRANDON PARK FUELING FACILITY UNDERGROUND STORAGE TANK REPLACEMENT	0	0	250	0	0	0	0	0	250
DOWNTOWN MOTOR POOL SHOP UNDERGROUND FUEL STORAGE TANK REPLACEMENT	0	0	0	350	0	0	0	0	350
FLEET SHOP 3A UNDERGROUND FUEL STORAGE TANK REPLACEMENTS	0	0	450	0	0	0	0	0	450
LARRY AND PENNY THOMPSON PARK FUELING FACILITY	0	250	0	0	0	0	0	0	250
POLICE HEADQUARTERS SHOP UNDERGROUND FUEL STORAGE TANK REPLACEMENT	350	0	0	0	0	0	0	0	350
SHOP 1 FUEL STORAGE TANK REPLACEMENT	0	500	0	0	0	0	0	0	500
STATION 1 FUEL STORAGE TANK REPLACEMENT	200	0	0	0	0	0	0	0	200
STATION 2 FUEL STORAGE TANK REPLACEMENT	160	0	0	0	0	0	0	0	160
Facility Expansion									
WEST LOT MULTI-USE FACILITY	0	19,100	0	0	0	0	0	0	19,100
Facility Improvements									
ABATEMENT OF HAZARDOUS MATERIALS IN COUNTY BUILDINGS	0	0	0	0	100	720	0	380	1,200
BUILDING ENERGY MANAGEMENT FOR GOVERNMENT FACILITIES AND COURTHOUSES	110	2,400	0	0	0	1,500	0	5,190	9,200
CENTRAL SUPPORT FACILITY CHILLER	0	0	0	0	0	0	0	3,500	3,500
CULTURAL PLAZA RENOVATION AND REHABILITATION	0	0	0	0	0	0	0	700	700
CULTURAL PLAZA SECURITY OPERATIONS ENHANCEMENT	0	10	0	0	0	0	0	590	600
DADE COUNTY COURTHOUSE ELECTRICAL SYSTEM REFURBISHMENT	0	0	0	0	0	0	0	2,800	2,800
DADE COUNTY COURTHOUSE FACILITY REFURBISHMENT	0	0	0	0	0	0	0	800	800
DADE COUNTY COURTHOUSE MECHANICAL EQUIPMENT REPAIRS OR REPLACEMENT	0	0	120	300	4,060	1,220	0	0	5,700
DADE COUNTY COURTHOUSE PLUMBING RISER REFURBISHMENT	0	0	0	0	0	20	0	9,580	9,600
DADE COUNTY COURTHOUSE REFURBISH EMERGENCY SYSTEMS	0	0	0	0	0	0	0	800	800
DATA PROCESSING AND COMMUNICATIONS CENTER FIRE SUPPRESSION	0	0	0	0	0	0	0	1,000	1,000
DATA PROCESSING CENTER FACILITY REFURBISHMENT	125	300	100	0	0	0	0	2,375	2,900
DOWNTOWN GOVERNMENT CENTER FIRE ALARM SYSTEM	120	2,880	0	0	0	0	0	0	3,000
E.R. GRAHAM BUILDING EXTERIOR REPAIRS	500	0	0	0	0	0	0	0	500
FACILITIES ONGOING MAINTENANCE AND IMPROVEMENTS	0	4,535	0	0	0	0	0	0	4,535
FIRE CODE REQUIREMENTS	0	0	0	0	0	0	0	1,400	1,400
FLEET SHOP 1 IMPROVEMENTS	400	2,000	4,000	3,200	0	0	0	0	9,600
FLEET SHOP 3 RENOVATION	600	500	0	0	0	0	0	0	1,100
FLEET SHOP 3C - ADDITIONAL SERVICE BAYS	745	960	0	0	0	0	0	0	1,705
GRAHAM BUILDING ROOF REPLACEMENT	0	800	0	0	0	0	0	0	800
INCREASE CAPACITY OF THE EMERGENCY GENERATOR AT THE WEST DADE PERMITTING & INSPECTION CENTER	0	500	0	0	0	0	0	0	500
JOSEPH CALEB CENTER FACILITY REFURBISHMENT	220	50	330	0	0	0	0	0	600
JUSTICE COMPLEX CHILLER REPLACEMENT	700	0	0	0	0	0	0	0	700

MEDICAL EXAMINER BUILDING	40	550	0	0	10	200	0	2,400	3,200
METRO FLAGLER BUILDING FACILITY REFURBISHMENT	0	1,225	0	1,475	0	0	0	0	2,700
NORTH DADE JUSTICE CENTER FACILITY REFURBISHMENT	180	200	120	0	0	0	0	0	500
PUBLIC DEFENDER BUILDING FACILITY REFURBISHMENT	50	550	0	0	0	400	0	100	1,100
RICHARD E. GERSTEIN JUSTICE BUILDING ELEVATOR ADDITION	0	0	0	0	0	1,520	0	1,480	3,000
RICHARD E. GERSTEIN JUSTICE BUILDING HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPAIRS	120	600	1,000	2,180	0	0	0	0	3,900
RICHARD E. GERSTEIN JUSTICE BUILDING MODERNIZE SECURITY AND ELEVATOR SYSTEMS	0	0	0	0	0	0	0	1,800	1,800
SOUTH DADE GOVERNMENT CENTER FACILITY REFURBISHMENT	100	300	400	0	0	0	0	0	800
SOUTH MIAMI-DADE LANDFILL SHOP CANOPY	66	260	0	0	0	0	0	0	326
STEPHEN P CLARK CENTER FACILITY REFURBISHMENT - LIFE SAFETY	900	300	0	0	0	0	0	0	1,200
STEPHEN P CLARK CENTER FACILITY REFURBISHMENT - VARIOUS	640	0	1,000	0	760	0	0	0	2,400
STEPHEN P. CLARK CENTER FURNITURE REPLACEMENT	0	2,800	0	0	0	0	0	0	2,800
STEPHEN P. CLARK CENTER WELLNESS CENTER	400	400	0	0	0	0	0	0	800
Infrastructure Improvements									
FLEET SHOP 2 FIRE SPRINKLER UPGRADE	60	60	0	0	0	0	0	0	120
New Facilities									
NEW NORTH DADE GOVERNMENT CENTER	0	0	1,000	0	0	0	0	6,500	7,500
OVERTOWN TRANSIT VILLAGE	186,500	0	0	0	0	0	0	0	186,500
Other									
ACQUIRE OR CONSTRUCT FUTURE MULTI- PURPOSE FACILITIES IN THE UNINCORPORATED MUNICIPAL SERVICE AREA	0	0	0	0	0	0	0	5,490	5,490
ACQUIRE OR CONSTRUCT MULTI-PURPOSE FACILITIES	875	1,265	3,585	315	0	4,305	0	28,655	39,000
ACQUIRE OR CONSTRUCT MULTI-PURPOSE FACILITIES IN DISTRICT 05	1,000	240	1,760	0	0	0	0	0	3,000
ACQUIRE OR CONSTRUCT MULTI-PURPOSE FACILITIES IN DISTRICT 06	2,500	0	0	0	0	1,000	0	11,500	15,000
ACQUIRE OR CONSTRUCT MULTI-PURPOSE FACILITIES IN DISTRICT 09	800	0	0	0	0	0	0	3,700	4,500
JOSEPH CALEB CENTER ADDITIONAL PARKING AND FACILITY IMPROVEMENTS	20	120	860	5,000	7,000	0	0	0	13,000
MARTIN LUTHER KING BUSINESS CENTER	1,500	0	0	0	300	1,000	0	2,200	5,000
NEW HAITIAN COMMUNITY CENTER	1,500	0	0	0	1,400	50	0	7,050	10,000
NEW TRADE SHOP FACILITY	0	14,500	0	0	0	0	0	0	14,500
PUERTO RICAN COMMUNITY CENTER	350	0	0	0	0	0	0	2,150	2,500
Department Total:	202,738	58,191	14,975	13,070	13,630	11,935	0	102,140	416,679

HOUSING FINANCE AUTHORITY

Department: Housing Finance Authority

(\$ in 000s)

Department-wide Issues

- 1 In response to the affordable housing crisis facing Miami-Dade County, HFA will hire a temporary employee in FY 2005-06 to assist with the coordination of the single family homeownership and multifamily rental development programs; the temporary employee will perform the duties of a Special Projects Administrator II and will have significant expertise in the areas of economic development, project coordination, and urban government.

Administration Issues

- 1 Lack of available affordable, developable land for construction of low income rental units
- 1 Family income not keeping pace with the rising cost of housing
- 2 Lack of adequate subsidies to assist very low income buyers
- 3 Lack of affordable or work force housing for residents

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Housing Finance Authority

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
PROP	Carryover	\$0	\$0	\$0	\$0	\$687	\$0	\$141	
PROP	Housing Fees and Charges	\$1,351	\$4,251	\$1,177	\$2,961	\$1,173	\$1,137	\$1,298	
PROP	Interest Income	\$1,184	\$1,069	\$532	\$1,130	\$932	\$1,700	\$1,279	
PROP	Miscellaneous Revenues	\$87	\$408	\$38	\$129	\$25	\$25	\$205	
PROP	Other Revenues	\$0	\$2,459	\$2,883	\$0	\$0	\$0	\$0	
TOTAL REVENUE		\$2,622	\$8,187	\$4,630	\$4,220	\$2,817	\$2,862	\$2,923	
EXPENDITURES									
	Salary	\$653	\$756	\$832	\$828	\$886	\$813	\$772	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$128	\$131	\$166	\$177	\$200	\$193	\$174	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$1,600	\$4,934	\$1,785	\$1,318	\$1,719	\$1,703	\$1,945	0
	Capital	\$0	\$0	\$0	\$0	\$12	\$12	\$32	0
TOTAL OPERATING EXPENDITURES		\$2,381	\$5,821	\$2,783	\$2,323	\$2,817	\$2,721	\$2,923	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$2,381	\$5,821	\$2,783	\$2,323	\$2,817	\$2,721	\$2,923	
REVENUES LESS EXPENDITURES		\$241	\$2,366	\$1,847	\$1,897	\$0	\$141	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	8	9	9	10	9	8	8	
Full-Time Positions Filled =	8	9	9	10		8		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Administration

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$0	\$0	\$0	\$0	\$687	\$0	\$141	
Housing Fees and Charges	\$1,351	\$4,251	\$1,177	\$2,961	\$1,173	\$1,137	\$1,298	
Interest Income	\$1,184	\$1,069	\$532	\$1,130	\$932	\$1,700	\$1,279	
Miscellaneous Revenues	\$87	\$408	\$38	\$129	\$25	\$25	\$205	
Other Revenues	\$0	\$2,459	\$2,883	\$0	\$0	\$0	\$0	
TOTAL REVENUE	\$2,622	\$8,187	\$4,630	\$4,220	\$2,817	\$2,862	\$2,923	
EXPENDITURES								
Salary	\$653	\$756	\$832	\$828	\$886	\$813	\$772	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$128	\$131	\$166	\$177	\$200	\$193	\$174	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$1,600	\$4,934	\$1,785	\$1,318	\$1,719	\$1,703	\$1,945	0
Capital	\$0	\$0	\$0	\$0	\$12	\$12	\$32	0
TOTAL OPERATING EXPENDITURES	\$2,381	\$5,821	\$2,783	\$2,323	\$2,817	\$2,721	\$2,923	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$2,381	\$5,821	\$2,783	\$2,323	\$2,817	\$2,721	\$2,923	
REVENUES LESS EXPENDITURES	\$241	\$2,366	\$1,847	\$1,897	\$0	\$141	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	8	9	9	10	9	8	8	
Full-Time Positions Filled =	8	9	9	10		8		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Multifamily Rental units constructed/rehabilitation	1310	1694	503	0	100	100	100	ED1-1
Comments/Justification: The lack of developable land and the rising cost of construction has made it difficult for developers to construct affordable units								
Number of loans issued to first time homebuyers*	264	0	173	73	80	140	60	ED1-1
Comments/Justification: The lack of affordable/workforce housing has made it difficult for families to qualify for mortgage financing. Family income is not keeping up pace with the rising cost of housing.								
Number of HOME Deep Subsidy loans issued**	0	36	31	14	40	40	40	ED1-1
Comments/Justification: We were allocated \$3 million for the 2006 subsidy program. This would assist approximately 40 families by providing a second mortgage at 0% interest.								
American Dream Downpayment Initiative (ADDI)	0	0	0	15	25	25	8	ED1-1
Comments/Justification: ADDI provides downpayment and closing cost assistance in the form of a third or fourth mortgage for eligible borrowers. Funding for 2006 was cut thereby reducing the number of families we can assist								

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Housing Finance Authority

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM HOUSING FINANCE AUTHORITY

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO HOUSING FINANCE AUTHORITY

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Housing Agency	Repayment of Loan	Yes	\$0	\$0	\$2,000	\$0	\$1,000	\$1,000	\$1,000
Total Transfer from other Departments			\$0	\$0	\$2,000	\$0	\$1,000	\$1,000	\$1,000

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Housing Finance Authority

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Rent	25511	\$75	\$65	\$72	\$74	\$75	\$75	\$78
Interest Expense	73040	\$575	\$643	\$711	\$573	\$500	\$500	\$500
External Auditor	21011		\$45	\$96	\$53	\$100	\$100	\$121

AGENDA COORDINATION

REPORT 22: APRIL COMMITTEE REPORT (Revised)

Department: Agenda Coordination

(\$ in 000s)

Department-wide Issues

- 1 Besides personnel expenditures, printing activities represents the largest operating expenditure in the Agenda Coordinator's Office budget. Based on past spending and the current projection for this fiscal years spending, the office is proposing to maintain the budget at that same level as in the current fiscal year (\$200,000).

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Agenda Coordination

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$581	\$701	\$699	\$760	\$861	\$861	\$838	
UMSA	General Fund UMSA	\$313	\$377	\$377	\$357	\$405	\$405	\$395	
TOTAL REVENUE		\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,266	\$1,233	
EXPENDITURES									
	Salary	\$580	\$625	\$657	\$698	\$748	\$798	\$776	0
	Overtime Salary	\$42	\$34	\$21	\$36	\$75	\$20	\$25	
	Fringe	\$132	\$131	\$154	\$168	\$194	\$171	\$202	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$140	\$276	\$222	\$212	\$244	\$205	\$223	0
	Capital	\$0	\$12	\$22	\$3	\$5	\$10	\$7	0
TOTAL OPERATING EXPENDITURES		\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,204	\$1,233	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,204	\$1,233	
REVENUES LESS EXPENDITURES									
		\$0	\$0	\$0	\$0	\$0	\$62	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	10	10	10	10	10	10	10	
Full-Time Positions Filled =	10	10	10	10		10		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Agenda Coordination and Processing

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$581	\$701	\$699	\$760	\$861	\$861	\$838	
General Fund UMSA	\$313	\$377	\$377	\$357	\$405	\$405	\$395	
TOTAL REVENUE	\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,266	\$1,233	
EXPENDITURES								
Salary	\$580	\$625	\$657	\$698	\$748	\$798	\$776	0
Overtime Salary	\$42	\$34	\$21	\$36	\$75	\$20	\$25	
Fringe	\$132	\$131	\$154	\$168	\$194	\$171	\$202	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$140	\$276	\$222	\$212	\$244	\$205	\$223	0
Capital	\$0	\$12	\$22	\$3	\$5	\$10	\$7	0
TOTAL OPERATING EXPENDITURES	\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,204	\$1,233	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$894	\$1,078	\$1,076	\$1,117	\$1,266	\$1,204	\$1,233	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$62	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	10	10	10	10	10	10	10	
Full-Time Positions Filled =	10	10	10	10		10		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of working days (from developing the first draft) to generate and distribute official agendas	9	7	5	5	5	5	5	ES9-3
Comments/Justification: In order to meet the "4-Day" and "3-Day" Rules, the agenda packages must adhere to this schedule								
Average number of agenda kits delivered per meeting	0	0	66	55	55	54	54	ES9-3
Comments/Justification: Describes the number of kits delivered on average during a calendar year								
BCC agenda items processed	0	0	2,468	2,955	2,885	2,800	2,800	ES9-3
Comments/Justification: Describes number of agenda items prepared during the calendar year								
BCC committee agenda items processed	0	0	1,884	1,980	2,000	1,800	1,800	ES9-3
Comments/Justification: Describes number of committee items processed during a calendar year								

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Agenda Coordination

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM AGENDA COORDINATION

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO AGENDA COORDINATION

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer from other Departments									

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS

Department: Agenda Coordination

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Printing and Reproduction Costs	160	\$223	\$231	\$196	\$187	\$200	\$200	\$200

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

AMERICANS WITH DISABILITIES COORDINATION

REPORT 22: APRIL COMMITTEE REPORT (Revised)
Department: Americans with Disabilities Act Coordination
(\$ in 000s)

Department-wide Issues

N/A

ADA Coordination Issues

- 1 Departmental plan of action as a result of the retirement of the Director and ADA Design Supervisor
- 2 Termination payouts
- 3 CORF updates on Libraries, Corrections, and Courts
- 4 Timeline for the completion of the ADA barrier removal at 10 years/ Update
- 5 Polling Places Issues/Update

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Americans with Disabilities Act Coordination

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$0	\$239	\$239	\$263	\$363	\$363	\$520	
UMSA	General Fund UMSA	\$0	\$128	\$129	\$124	\$170	\$170	\$245	
PROP	Carryover	\$0	\$420	\$1,658	\$1,686	\$81	\$179	\$135	
PROP	Municipal Fines	\$0	\$262	\$314	\$289	\$300	\$270	\$270	
INTERTRNF	Transfer From Other Funds	\$0	\$1,176	\$0	\$0	\$0	\$56	\$0	
TOTAL REVENUE		\$0	\$2,225	\$2,340	\$2,362	\$914	\$1,038	\$1,170	
EXPENDITURES									
	Salary	\$0	\$253	\$296	\$278	\$376	\$308	\$522	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$0	\$48	\$61	\$59	\$84	\$72	\$112	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$0	\$261	\$278	\$306	\$451	\$520	\$533	0
	Capital	\$0	\$5	\$19	\$1	\$3	\$3	\$3	0
TOTAL OPERATING EXPENDITURES		\$0	\$567	\$654	\$644	\$914	\$903	\$1,170	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	\$0	\$0	\$0	\$1,539	\$0	\$0	\$0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$1,539	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$0	\$567	\$654	\$2,183	\$914	\$903	\$1,170	
REVENUES LESS EXPENDITURES		\$0	\$1,658	\$1,686	\$179	\$0	\$135	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =		8	12	10	10	10	10	
Full-Time Positions Filled =				9		9		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: ADA Coordination

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund UMSA	\$0	\$128	\$129	\$124	\$170	\$170	\$245	
Carryover	\$0	\$420	\$1,658	\$1,686	\$81	\$179	\$135	
Municipal Fines	\$0	\$262	\$314	\$289	\$300	\$270	\$270	
Transfer From Other Funds	\$0	\$1,176	\$0	\$0	\$0	\$56	\$0	
TOTAL REVENUE	\$0	\$1,986	\$2,101	\$2,099	\$551	\$675	\$650	
EXPENDITURES								
Salary	\$0	\$253	\$296	\$278	\$376	\$308	\$522	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$48	\$61	\$59	\$84	\$72	\$112	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$261	\$278	\$306	\$451	\$520	\$533	0
Capital	\$0	\$5	\$19	\$1	\$3	\$3	\$3	0
TOTAL OPERATING EXPENDITURES	\$0	\$567	\$654	\$644	\$914	\$903	\$1,170	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	\$0	\$0	\$0	\$1,539	\$0	\$0	\$0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$567	\$654	\$2,183	\$914	\$903	\$1,170	
REVENUES LESS EXPENDITURES	\$0	\$1,419	\$1,447	\$-84	\$-363	\$-228	\$-520	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =		8	12	10	10	10	10	
Full-Time Positions Filled =				9		9		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Number of ADA training sessions for County ADA Coordinators			8	3	4	4	4	ES5-1
Comments/Justification: Number of scheduled attendance and training sessions for Miami-Dade County ADA Coordinators								
Number of ADA training sessions to County departments and municipalities			60	36	40	40	40	ES5-1
Comments/Justification: Individually developed ADA Training Curriculum for County Departments, municipalities, and other entities								
Percentage of plans reviewed within 5 working days for ADA Compliance			n/a	100%	95%	95%	95%	ES6-1
Comments/Justification: Review plans for all county owned and/or funded facilities that are submitted to the County Building Department for ADA Compliance								
Number of ADA barrier removal projects completed*			9	10	10	3	3	ES6-1
Comments/Justification: Bring construction projects to completion level at which they can be utilized for their intended purpose								

PAYMENTS TO AND FROM OTHER DEPARTMENTS
 Department: Americans with Disabilities Act Coordination
 (\$ in 000s)

**PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM AMERICANS WITH DISABILITIES
 ACT COORDINATION**

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
General Services Administration	General Service Administration for Administrative Support	No	\$0	\$0	\$46	\$15	\$15	\$15	\$15
Total Transfer to other Departments			\$0	\$0	\$46	\$15	\$15	\$15	\$15

**PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO AMERICANS WITH DISABILITIES
 ACT COORDINATION**

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer from other Departments									

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS
Department: Americans with Disabilities Act Coordination

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Contract Temporary Employee Costs	22430		\$0	\$2	\$3	\$2	\$1	\$1
Sign Language Interpreting Services	11502		\$5	\$3	\$4	\$9	\$8	\$8
Travel Costs	31210		\$1	\$1	\$1	\$4	\$3	\$3

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Americans with Disabilities Act Coordination

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
County Bonds/Debt										
Building Better Communities GOB Program	250	0	544	1,849	1,394	633	1,037	1,000	3,543	10,000
Financing Proceeds	0	1,150	0	0	0	0	0	0	0	1,150
Total:	250	1,150	544	1,849	1,394	633	1,037	1,000	3,543	11,150
Other County Sources										
Capital Outlay Reserve	1,450	2,492	1,930	1,300	1,300	1,300	1,300	1,300	3,900	14,822
Total:	1,450	2,492	1,930	1,300	1,300	1,300	1,300	1,300	3,900	14,822
Department Total:	1,700	3,642	2,474	3,149	2,694	1,933	2,337	2,300	7,443	25,972

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
ADA Accessibility Improvements									
AMERICANS WITH DISABILITIES ACT BARRIER REMOVAL	0	1,300	1,300	1,300	1,300	1,300	1,300	3,900	11,700
BUILDING BETTER COMMUNITIES AMERICAN WITH DISABILITIES ACT BARRIER REMOVAL PROJECTS	0	544	1,849	1,394	633	1,037	1,000	3,543	10,000
CORRECTIONS AMERICANS WITH DISABILITIES ACT BARRIER REMOVAL PROJECTS	960	440	0	0	0	0	0	0	1,400
SOUTH DADE GOVERNMENT CENTER AMERICANS WITH DISABILITIES ACT IMPROVEMENTS	2,561	611	0	0	0	0	0	0	3,172
Department Total:	3,521	2,895	3,149	2,694	1,933	2,337	2,300	7,443	26,272

FINANCE

Department: Finance

(\$ in 000s)

Department-wide Issues

- 1 Replace legacy systems and upgrade technology

Tax Collector's Office Issues

- 1 Replacement of various tax collection systems including Occupational License System (\$200K) and the Property Tax system(\$2-8 million)
- 2 Review cashiering functions and system needs to improve Electronic Document Management System (EDMS) capabilities
- 3 Organizational re-alignment and restructuring of the mail processing unit, business license and tax unit, and information technology staff
- 4 Prepare for the proposed move to Overtown II scheduled for 2009

Controller's Division Issues

- 1 Enhance and strengthen internal controls in accounts payable unit to expedite vendor payments.
- 2 Additional support and resources needed to continue effort for financial system replacement/ERP project.

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Finance

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
PROP	Ad Valorem Fees	\$8,088	\$7,965	\$8,578	\$10,009	\$9,552	\$9,423	\$10,017	
PROP	Bond Transaction Fees	\$1,081	\$1,408	\$880	\$1,234	\$891	\$1,538	\$645	
PROP	Carryover	\$4,637	\$3,821	\$2,663	\$3,172	\$2,139	\$5,637	\$5,663	
PROP	Credit and Collections	\$2,312	\$2,603	\$2,950	\$2,942	\$3,576	\$3,452	\$3,480	
PROP	Occupational License Fees	\$2,493	\$2,585	\$2,978	\$3,080	\$3,197	\$3,171	\$3,237	
PROP	Other Revenues	\$1,675	\$1,826	\$1,795	\$1,937	\$2,123	\$2,013	\$2,296	
PROP	Tourist Tax Fees	\$1,417	\$1,502	\$1,713	\$1,954	\$2,026	\$2,134	\$2,441	
PROP	Auto Tag Fees	\$10,532	\$10,916	\$10,915	\$11,585	\$11,449	\$11,964	\$12,476	
PROP	QNIP Bond Proceeds	\$100	\$100	\$100	\$100	\$100	\$100	\$100	
FED	Federal Funds	\$317	\$289	\$357	\$370	\$420	\$454	\$534	
TOTAL REVENUE		\$32,652	\$33,015	\$32,929	\$36,383	\$35,473	\$39,886	\$40,889	
EXPENDITURES									
	Salary	\$12,391	\$13,229	\$14,022	\$16,062	\$17,371	\$16,902	\$18,372	0
	Overtime Salary	\$113	\$148	\$187	\$215	\$225	\$254	\$253	
	Fringe	\$3,321	\$3,431	\$4,112	\$4,578	\$5,514	\$5,126	\$5,967	0
	Overtime Fringe	\$16	\$20	\$28	\$32	\$37	\$41	\$42	
	Other Operating	\$6,641	\$4,617	\$5,630	\$4,815	\$7,668	\$7,248	\$7,518	0
	Capital	\$35	\$164	\$270	\$173	\$279	\$343	\$445	0
TOTAL OPERATING EXPENDITURES		\$22,517	\$21,609	\$24,249	\$25,875	\$31,094	\$29,914	\$32,597	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	\$0	\$0	\$0	\$0	\$184	\$114	\$1,034	
	Transfers	\$6,309	\$9,311	\$5,500	\$4,800	\$4,195	\$4,195	\$7,258	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$6,309	\$9,311	\$5,500	\$4,800	\$4,379	\$4,309	\$8,292	
TOTAL EXPENDITURES		\$28,826	\$30,920	\$29,749	\$30,675	\$35,473	\$34,223	\$40,889	
REVENUES LESS									
		\$3,826	\$2,095	\$3,180	\$5,708	\$0	\$5,663	\$0	

306 5

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	326	336	351	348	345	346	346	
Full-Time Positions Filled =	293	298	304	318		327		
Part-time FTEs Budgeted =	16	18	9	9	7	7	7	
Temporary FTEs Budgeted =	11	9	8	10	9	21	9	

Activity: Bond Administration

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Bond Transaction Fees	\$1,081	\$1,408	\$880	\$1,234	\$891	\$1,538	\$645	
Carryover	\$371	\$592	\$721	\$644	\$564	\$948	\$990	
Other Revenues	\$745	\$739	\$712	\$687	\$616	\$625	\$635	
TOTAL REVENUE	\$2,197	\$2,739	\$2,313	\$2,565	\$2,071	\$3,111	\$2,270	
EXPENDITURES								
Salary	\$950	\$1,165	\$1,220	\$1,171	\$1,258	\$1,282	\$1,377	0
Overtime Salary	\$0	\$3	\$1	\$2	\$3	\$2	\$3	
Fringe	\$260	\$319	\$342	\$301	\$362	\$362	\$396	0
Overtime Fringe	\$0	\$1	\$0	\$0	\$1	\$0	\$1	
Other Operating	\$396	\$145	\$106	\$143	\$359	\$356	\$362	0
Capital	\$0	\$1	\$0	\$0	\$4	\$5	\$5	0
TOTAL OPERATING EXPENDITURES	\$1,606	\$1,634	\$1,669	\$1,617	\$1,987	\$2,007	\$2,144	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$84	\$114	\$126	
Transfers	\$0	\$383	\$0	\$0	\$0	\$0	\$0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$1,606	\$2,017	\$1,669	\$1,617	\$2,071	\$2,121	\$2,270	
REVENUES LESS EXPENDITURES	\$591	\$722	\$644	\$948	\$0	\$990	\$0	

308
5

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	6	6	6	6	6	7	7	
Full-Time Positions Filled =	6	6	6	6		6		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Issue debt as required (100% = debt issued on time)				100%	100%	100%	100%	ES8-1
Comments/Justification:								
Produce the County's annual report to bond holders by June 1st (100% = report completed on time)				100%	100%	100%	100%	ES8-3
Comments/Justification:								
Number of debt service payments (workload measure)				345	417	417	417	ES8-1
Comments/Justification:								
Number of Sunshine State Government Finance Commission sessions attended (maximum of four/year)				4	4	4	4	ES8-3
Comments/Justification:								

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$14	\$17	\$51	\$65	\$0	\$91	\$0	
Other Revenues	\$930	\$1,087	\$1,083	\$1,250	\$1,507	\$1,388	\$1,661	
TOTAL REVENUE	\$944	\$1,104	\$1,134	\$1,315	\$1,507	\$1,479	\$1,661	
EXPENDITURES								
Salary	\$561	\$633	\$640	\$773	\$894	\$864	\$1,045	0
Overtime Salary	\$3	\$1	\$2	\$2	\$3	\$1	\$1	
Fringe	\$139	\$147	\$169	\$200	\$264	\$231	\$266	0
Overtime Fringe	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other Operating	\$223	\$265	\$247	\$245	\$341	\$378	\$344	0
Capital	\$1	\$7	\$4	\$4	\$5	\$5	\$5	0
TOTAL OPERATING EXPENDITURES	\$927	\$1,053	\$1,062	\$1,224	\$1,507	\$1,479	\$1,661	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$927	\$1,053	\$1,062	\$1,224	\$1,507	\$1,479	\$1,661	
REVENUES LESS EXPENDITURES	\$17	\$51	\$72	\$91	\$0	\$0	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	4	4	5	6	6	6	6	
Full-Time Positions Filled =	4	4	5	6		6		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =	2	1	0	1	2	2	2	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Compliance with Investment Policy and Guidelines (100% = full compliance)				100%	100%	100%	100%	ES8-1

Comments/Justification:

Percent rate of return on County investments	2.82%	1.82%	1.66%	2.65%	3.25%	4.00%	4.25%	ES8-1
--	-------	-------	-------	-------	-------	-------	-------	-------

Comments/Justification:

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Carryover	\$1,996	\$1,037	\$1,808	\$1,502	\$1,077	\$1,940	\$1,586	
Credit and Collections	\$2,312	\$2,603	\$2,950	\$2,942	\$3,576	\$3,452	\$3,480	
QNIP Bond Proceeds	\$100	\$100	\$100	\$100	\$100	\$100	\$100	
Federal Funds	\$317	\$289	\$357	\$370	\$420	\$454	\$534	
TOTAL REVENUE	\$4,725	\$4,029	\$5,215	\$4,914	\$5,173	\$5,946	\$5,700	
EXPENDITURES								
Salary	\$3,262	\$3,672	\$4,059	\$4,965	\$5,625	\$5,458	\$5,882	0
Overtime Salary	\$43	\$64	\$63	\$100	\$105	\$135	\$143	
Fringe	\$851	\$936	\$1,196	\$1,394	\$1,767	\$1,672	\$1,882	0
Overtime Fringe	\$6	\$8	\$9	\$15	\$18	\$23	\$25	
Other Operating	\$3,052	\$1,710	\$1,747	\$1,029	\$2,265	\$1,720	\$1,757	0
Capital	\$16	\$27	\$35	\$31	\$19	\$37	\$71	0
TOTAL OPERATING EXPENDITURES	\$7,230	\$6,417	\$7,109	\$7,534	\$9,799	\$9,045	\$9,760	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$668	
Transfers	\$0	\$261	\$700	\$100	\$600	\$600	\$905	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$7,230	\$6,678	\$7,809	\$7,634	\$10,399	\$9,645	\$11,333	
REVENUES LESS EXPENDITURES	\$-2,505	\$-2,649	\$-2,594	\$-2,720	\$-5,226	\$-3,699	\$-5,633	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	99	109	123	119	119	120	120	
Full-Time Positions Filled =	94	99	105	107		108		
Part-time FTEs Budgeted =	2	2	2	3	2	2	2	
Temporary FTEs Budgeted =	2	1	2	2	1	1	1	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Comply with IRS reporting requirements for 999 forms, 941 and W2's (100% = full compliance)				100%	100%	100%	100%	ES8-3
Comments/Justification:								
Percent of invoices paid within 45 days of receipt				87%	85%	85%	85%	ES8-3
Comments/Justification:								
Number of accounts worked per collection agent per day			67	98	95	100	105	ES8-4
Comments/Justification:								
Construction Contract Payment Administration Module (Adpics) Phase III - Conversion of A&E contracts and Department Resolutions					100%	100%		ES8-4
Comments/Justification:								
Develop County financial statements in accordance with Governmental Accounting Standards and post by 03/31 (100% = completed and posted on time)				100%	100%	100%	100%	ES8-3
Comments/Justification:								
Percent of vendor disbursements made via Automated Clearing House (ACH)*	33%	43%	55%	54%	55%	55%	56%	ES8-4
Comments/Justification: Automated Clearing House (ACH) is the process that electronically transmits the results of a payment processing operation directly to the Federal Reserve								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	System support for ERP	0	0	0	0	91	24	13	4	No	No	2	ED1-1

COMMENTS/JUSTIFICATION: These positions will provide support for implementation of the Enterprise Resource Management System. Finance will implement, advise and develop requirements including assisting with testing key software.

3	Accts payable pre-audit quality control monitoring	0	0	0	0	74	26	20	6	No	No	3	ES8-3
---	--	---	---	---	---	----	----	----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: These positions will support the auditing function without impacting the payment process functions and properly segregating duties for internal control purposes. These positions will help meet expected increased volume of work with Building Better Communities (BBC) and Quality Neighborhood Improvement (QNIP) programs.

9	ERP support	0	0	421	421	0	0	421	0	No	No	0	ES4-4
---	-------------	---	---	-----	-----	---	---	-----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Consultant support in preparation for ERP implementation, e.g., structures, vendors, etc. Amount is currently reflected in department reserves

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$561	\$463	\$468	\$545	\$512	\$476	\$579	0
Overtime Salary	\$5	\$6	\$3	\$7	\$5	\$0	\$0	
Fringe	\$106	\$61	\$84	\$93	\$94	\$86	\$118	0
Overtime Fringe	\$1	\$1	\$1	\$1	\$1	\$0	\$0	
Other Operating	\$24	\$-19	\$11	\$-11	\$89	\$76	\$89	0
Capital	\$0	\$1	\$10	\$4	\$0	\$5	\$5	0
TOTAL OPERATING EXPENDITURES	\$697	\$513	\$577	\$639	\$701	\$643	\$791	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$697	\$513	\$577	\$639	\$701	\$643	\$791	
REVENUES LESS EXPENDITURES	\$-697	\$-513	\$-577	\$-639	\$-701	\$-643	\$-791	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	7	7	7	7	7	7	7	
Full-Time Positions Filled =	7	6	7	6		7		
Part-time FTEs Budgeted =	0	0	0	0	0	0	0	
Temporary FTEs Budgeted =	1	1	0	1	0	0	0	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Turnover Rate (Departmentwide)		14%	6%	1%	n/a	n/a		ES5-2
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
8	Personnel Support Technician for the Human Resources Section.	0	0	0	0	23	9	7	2	No	No	1	ES8-3

COMMENTS/JUSTIFICATION: This position will assist with a variety of specialized personnel admin functions for over 345 employees.

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Ad Valorem Fees	\$8,088	\$7,965	\$8,578	\$10,009	\$9,552	\$9,423	\$10,017	
Auto Tag Fees	\$10,532	\$10,916	\$10,915	\$11,585	\$11,449	\$11,964	\$12,476	
Carryover	\$2,256	\$2,175	\$83	\$961	\$498	\$2,658	\$3,087	
Occupational License Fees	\$2,493	\$2,585	\$2,978	\$3,080	\$3,197	\$3,171	\$3,237	
Tourist Tax Fees	\$1,417	\$1,502	\$1,713	\$1,954	\$2,026	\$2,134	\$2,441	
TOTAL REVENUE	\$24,786	\$25,143	\$24,267	\$27,589	\$26,722	\$29,350	\$31,258	
EXPENDITURES								
Salary	\$7,057	\$7,296	\$7,635	\$8,608	\$9,082	\$8,822	\$9,489	0
Overtime Salary	\$62	\$74	\$118	\$104	\$109	\$116	\$106	
Fringe	\$1,965	\$1,968	\$2,321	\$2,590	\$3,027	\$2,775	\$3,305	0
Overtime Fringe	\$9	\$10	\$18	\$16	\$17	\$18	\$16	
Other Operating	\$2,946	\$2,516	\$3,519	\$3,409	\$4,614	\$4,718	\$4,966	0
Capital	\$18	\$128	\$221	\$134	\$251	\$291	\$359	0
TOTAL OPERATING EXPENDITURES	\$12,057	\$11,992	\$13,832	\$14,861	\$17,100	\$16,740	\$18,241	
Debt Services	0	0	0	0	0	0	0	
Reserves	\$0	\$0	\$0	\$0	\$100	\$0	\$240	
Transfers	\$6,309	\$8,667	\$4,800	\$4,700	\$3,595	\$3,595	\$6,353	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$18,366	\$20,659	\$18,632	\$19,561	\$20,795	\$20,335	\$24,834	
REVENUES LESS EXPENDITURES	\$6,420	\$4,484	\$5,635	\$8,028	\$5,927	\$9,015	\$6,424	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	210	210	210	210	207	206	206	
Full-Time Positions Filled =	182	183	181	193		200		
Part-time FTEs Budgeted =	14	16	7	6	5	5	5	
Temporary FTEs Budgeted =	6	6	6	6	6	18	6	

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Percent complete of initiative to increase customer awareness of Tax Collector services.					45%	50%	70%	ES8-5
Comments/Justification: Including; overall rating of objective based activities, redesign tax bills, Improve Auto Tag mail renewal notice, expand outreach and availability of information, enhance On-line tax payment services, develop a Tangible Personal Property website, accept tax payments at Wachovia branches in Miami-Dade, investigate creation of a County Escrow Program.								
Percent complete of initiative to improve payments processing systems					25%	25%	40%	ES8-5
Comments/Justification: Including; achieve Check 21 compliance, develop a new Convention and Tourist Tax system, develop a new Tax Collection system and investigate Point of Sale Technology.								
Percent complete of initiative to enhance Auto Tag customer service by improving guidelines					35%	40%	70%	ES8-5
Comments/Justification: Including; completion of "Fast Title" Program, conduct a pilot to process Auto Tag registration renewals on the high speed payments processor, develop business standards guidelines for Auto Tag agencies, investigate electronic renewals process, modernize and refurbish Auto Tag Inventory Warehouse, offer Sunpass to the motoring public, reduce processing errors in private auto tag agencies, review Auto Tag Administrative policies and Ordinances								
Percent complete of initiative to enhance customer service through improved facilities					25%	25%	40%	ES8-5
Comments/Justification: Including; renovation of branch public service office at South Dade Government Center, provide regional offices, work with Team Metro's 311 center to expand and increase customer services								
Percent complete of initiative to expand Interactive Voice System					30%	35%	60%	ES8-5
Comments/Justification: Improve the Tax Collector's Interactive Voice Response System								
Percent complete of initiative to refine the Tax Collector's organizational alignment					10%	10%	25%	ES8-5
Comments/Justification: Including; create a business tax section, review lockbox function, review of management Information Systems (MIS) and conduct a comprehensive review of the Occupational License Section								
Transient Lodging Taxes Collected (in millions)	40.845	43.840	50.408	58.725	60.085	65.085	68.779	ES8-5
Comments/Justification:								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Tax Collector Information System Administrator	0	0	0	0	55	14	0	0	No	No	1	ES8-3

COMMENTS/JUSTIFICATION: This position will coordinate IT projects overall and enhance efforts to streamline and automate existing functions which are presently performed manually.

4	Sr. Tax Record Specialist for Ad Valorem Administration	0	0	0	0	25	9	1	4	No	No	1	ES8-3
---	---	---	---	---	---	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This position will provide service to the growing numbers of tax payer inquiries received through the division's website, transfers from 311 and other telephone inquiries. With this position, the division can meet its goal of responding to customer requests within 48 hrs.

5	Tax Record Specialist 2 for Ad Valorem Administration	0	0	0	0	23	8	1	3	No	No	1	ES8-3
---	---	---	---	---	---	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This position to meet growing increase for Value Assessment Board refunds and Property Appraisal cutouts. This position will reduce processing time for real estate and tangible personal property refunds and cutouts to 30 days.

6	Accountant 1 for Tax Collector's Office Accounting Unit	0	0	0	0	26	9	1	0	No	No	1	ES8-5
---	---	---	---	---	---	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This position will compile and compare data in response to information requests from county officials, taxing authorities, and the public. This position will also reconcile e-payments and Wachovia drop off deposits.

7	Tax Record specialist 2, Occupational License	0	0	0	0	22	8	1	3	No	No	1	ES8-3
---	---	---	---	---	---	----	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: This position will have the potential of creating and collecting up to 1000 new licenses per year.

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Finance

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM FINANCE

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Strategic Business Management	Office of Strategic Business Management for Bond Administration Support	No	\$175	\$175	\$175	\$175	\$175	\$175	\$175
County Attorney's Office	County Attorney's Office for Legal Services	No	\$400	\$400	\$450	\$450	\$450	\$450	\$450
Board of County Commissioners	Office of Commission Auditor - Legislative Analysis	No	\$120	\$16	\$16	\$16	\$16	\$16	\$16
County Manager's Office	County Manager's Office	No	\$0	\$112	\$104	\$0	\$0	\$0	\$0
Capital Outlay Reserve	Capital Outlay Reserve Fund for Pay-as-you-go Capital Projects	No	\$5,879	\$8,706	\$5,500	\$4,800	\$4,195	\$4,195	\$4,800
Total Transfer to other Departments			\$6,574	\$9,409	\$6,245	\$5,441	\$4,836	\$4,836	\$5,441

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO FINANCE

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Strategic Business Management	QNIP Accounting Support - Capital Funds	No	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Metropolitan Planning Organization	Accounting Support - Federal/State Grants	No	\$38	\$38	\$38	\$38	\$38	\$38	\$38
Strategic Business Management	Single Audit Support - Federal/State Grants and General Fund	No	\$30	\$30	\$30	\$30	\$30	\$30	\$30
Tourist Development Taxes	Accounting Support - TDT Fund	No	\$20	\$20	\$20	\$20	\$20	\$20	\$20
Total Transfer from other Departments			\$188	\$188	\$188	\$188	\$188	\$188	\$188

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS

Department: Finance

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Contract Temporary Employee Costs	21510	\$251	\$293	\$336	\$238	\$169	\$284	\$175
Rent	25190	\$143	\$137	\$137	\$137	\$1,184	\$1,184	\$1,259
Payment to Strategic Business Management	00180/01092	\$175	\$175	\$175	\$175	\$175	\$175	\$175
Payment to County Attorney	00180/01092	\$400	\$400	\$450	\$450	\$450	\$450	\$450
Payment to BCC	00180/01092	\$120	\$16	\$16	\$16	\$16	\$16	\$16
Payment to County Manager's Office	00180/01092	\$0	\$112	\$104	\$0	\$0	\$0	\$0
Transfer to Capital Outlay Reserve Fund for Pay-as-you- go Capital Projects	53231	\$5,879	\$8,706	\$5,500	\$4,800	\$4,195	\$4,195	\$4,800
Transfer to Finance Technology Improvement Fund	57000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,458
Travel Costs	31210/31215/31220	\$105	\$59	\$64	\$88	\$111	\$111	\$112

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Finance

		2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources											
	Operating Revenue	0	0	1,715	2,000	2,500	0	0	0	0	6,215
	Total:	0	0	1,715	2,000	2,500	0	0	0	0	6,215
	Department Total:	0	0	1,715	2,000	2,500	0	0	0	0	6,215

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Computer and Systems Automation									
CHECK IMAGING HARDWARE - TAX COLLECTOR	0	50	0	0	0	0	0	0	50
DATA WAREHOUSE	0	700	0	0	0	0	0	0	700
ELETRONIC DATA MANAGEMENT SYSTEM	0	350	0	0	0	0	0	0	350
PAYMENT PROCESSOR HARDWARE	0	25	0	0	0	0	0	0	25
REPLACE TAX SYSTEM	0	500	2,000	2,500	0	0	0	0	5,000
Facility Improvements									
QUEUING SYSTEM - TAX COLLECTOR	0	40	0	0	0	0	0	0	40
REDESIGN/UPDATE OFFICE SPACE - TAX COLLECTOR	0	50	0	0	0	0	0	0	50

Department Total:

0 1,715 2,000 2,500 0 0 0 0 6,215

INSPECTOR GENERAL

Department: Inspector General

(\$ in 000s)

Department-wide Issues

N/A

Oversight Issues

- 1 Increase audit coverage of the County's procurement and construction contracts; increase oversight activity over grants and other County programs; and respond more quickly to investigative referrals
- 2 Acquire additional office space
- 3 Two Special Investigator positions were added in FY 2005-06 as overages as a result of increased demand for departmental and project oversight (\$212,000); these positions are in the FY 2006-07 base budget

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Inspector General

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$0	\$0	\$0	\$737	\$1,393	\$1,393	\$1,571	
PROP	Carryover	\$0	\$0	\$0	\$611	\$336	\$613	\$457	
PROP	Departmental Oversight (MOUs)	\$0	\$0	\$0	\$505	\$613	\$523	\$681	
PROP	Interest Earnings	\$0	\$0	\$0	\$48	\$15	\$40	\$40	
PROP	Proprietary Fees	\$0	\$0	\$0	\$1,896	\$1,530	\$1,733	\$1,790	
TOTAL REVENUE		\$0	\$0	\$0	\$3,797	\$3,887	\$4,302	\$4,539	
EXPENDITURES									
	Salary	\$0	\$0	\$0	\$2,408	\$2,866	\$2,830	\$3,256	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$0	\$0	\$0	\$457	\$628	\$658	\$722	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$0	\$0	\$0	\$306	\$371	\$340	\$525	0
	Capital	\$0	\$0	\$0	\$13	\$22	\$17	\$36	0
TOTAL OPERATING EXPENDITURES		\$0	\$0	\$0	\$3,184	\$3,887	\$3,845	\$4,539	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$0	\$0	\$0	\$3,184	\$3,887	\$3,845	\$4,539	
REVENUES LESS EXPENDITURES									
		\$0	\$0	\$0	\$613	\$0	\$457	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	0	0	31	31	31	31	33	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

Activity: Oversight

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
General Fund Countywide	\$0	\$0	\$0	\$737	\$1,393	\$1,393	\$1,571	
Carryover	\$0	\$0	\$0	\$611	\$336	\$613	\$457	
Departmental Oversight (MOUs)	\$0	\$0	\$0	\$505	\$613	\$523	\$681	
Interest Earnings	\$0	\$0	\$0	\$48	\$15	\$40	\$40	
Proprietary Fees	\$0	\$0	\$0	\$1,896	\$1,530	\$1,733	\$1,790	
TOTAL REVENUE	\$0	\$0	\$0	\$3,797	\$3,887	\$4,302	\$4,539	
EXPENDITURES								
Salary	\$0	\$0	\$0	\$2,408	\$2,866	\$2,830	\$3,256	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$0	\$0	\$0	\$457	\$628	\$658	\$722	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$306	\$371	\$340	\$525	0
Capital	\$0	\$0	\$0	\$13	\$22	\$17	\$36	0
TOTAL OPERATING EXPENDITURES	\$0	\$0	\$0	\$3,184	\$3,887	\$3,845	\$4,539	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$0	\$0	\$0	\$3,184	\$3,887	\$3,845	\$4,539	
REVENUES LESS EXPENDITURES	\$0	\$0	\$0	\$613	\$0	\$457	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	0	0	31	31	31	31	33	
Full-Time Positions Filled =								
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Contracts/Programs Audited and Reviewed	N/A	N/A	15	20	24	24	26	ES8-1

Comments/Justification: Increase the integrity and compliance of county contracts and programs

Reports and Audits issued and other Public Reports	N/A	N/A	11	18	15	15	17	ES1-1
--	-----	-----	----	----	----	----	----	-------

Comments/Justification: Posting reports and audits online promotes accountability and integrity of County government and allows the citizens access to the findings and the remedies taken to recover losses, and reduce waste and mismanagement

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Special Investigators	529	0	0	529	343	96	50	40	No	No	5	ES9-4

COMMENTS/JUSTIFICATION: These enhancements will allow the OIG to increase its audit coverage of the County's procurement and construction contracts; increase its oversight activity over grants and other new County programs; and respond more quickly to investigative referrals

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Miscellaneous operating line items	20	0	0	20	0	0	20	0	No	0	ES2-3

COMMENTS/JUSTIFICATION: Reduction include various miscellaneous line items such as travel, office supplies, registration, printing, training, and part-time assistance

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Inspector General

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM INSPECTOR GENERAL

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer to other Departments									

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO INSPECTOR GENERAL

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Aviation	Memorandum of Understanding (MOU)	No	\$0	\$0	\$409	\$253	\$300	\$150	\$200
Water and Sewer	Memorandum of Understanding (MOU)	No	\$0	\$0	\$248	\$187	\$100	\$100	\$125
Performing Arts Center	Memorandum of Understanding (MOU)	No	\$0	\$0	\$66	\$66	\$113	\$113	\$56
Solid Waste Management	Memorandum of Understanding (MOU)	No	\$0	\$0	\$0	\$0	\$100	\$100	\$100
Transit	Memorandum of Understanding (MOU)	No	\$0	\$0	\$0	\$0	\$0	\$60	\$200
Total Transfer from other Departments			\$0	\$0	\$723	\$506	\$613	\$523	\$681

may include capital funds as well

SELECTED LINE ITEM HIGHLIGHTS

Department: Inspector General

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Travel Costs	31210	\$0	\$0	\$12	\$16	\$15	\$24	\$20
Post-service Training	32010	\$0	\$0	\$3	\$6	\$4	\$5	\$3

PROPERTY APPRAISER

Department: Property Appraisal

(\$ in 000s)

Department-wide Issues

N/A

Administration Issues

- 1 Meeting State mandated deadline for submission of certified assessment roll.
- 2 Maintaining the Department's resources and standard operating procedures.
- 3 Meeting the requirements of the legislative changes to the Department's work procedures, deadlines, and resources.

Information Systems & Technical Services Issues

- 4 Implementation of the Computer Aided Mass Appraisal (CAMA) system.
- 5 Completing the training of department personnel for the CAMA system.
- 6 Completion of wiring additional work space for hardware installation.

Operations Issues

- 7 Processing and analyzing the personal property tax returns to produce assessment roll within the mandated deadline.
- 14 Adequate staffing to represent the County at bankruptcy hearings.
- 9 Identify market areas for the 2006-07 assessment roll year in accordance with the State of Florida Department of Revenue requirements.
- 10 Complete the real estate assessment roll responsibilities by the July 1 submission date.
- 11 Comply with the County Manager's and Mayor's mandate to request and analyze financial documents of taxpayers applying for agricultural classification.
- 8 Public Service Requests generated by the Department's use of the 311 Answer Center; in FY 2005-06, five additional positions were added as overages in the Public Service Division to respond to the increasing number of public service requests referred from the 311 Answer Center (\$339,000); the Department's FY 2006-07 Proposed Resource Allocation Plan includes these positions as part of their base budget; the Department will continue to utilize the 311 Answer Center to the fullest extent possible in order to better assist the residents of Miami-Dade County
- 12 Meet the division's primary activity of processing exemption applications.
- 13 Full implementation of the Public Outreach Program.

GENERAL DEPARTMENTAL FINANCIAL SUMMARY

Department: Property Appraisal

(\$ in 000s)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

		FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
		Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
REVENUE									
CW	General Fund Countywide	\$13,917	\$15,304	\$16,736	\$17,985	\$21,962	\$21,962	\$22,531	
INTERTRNF	Reimbursements from Taxing Jurisdictions	\$1,098	\$1,972	\$2,118	\$1,961	\$1,626	\$1,933	\$2,033	
TOTAL REVENUE		\$15,015	\$17,276	\$18,854	\$19,946	\$23,588	\$23,895	\$24,564	
EXPENDITURES									
	Salary	\$10,319	\$11,955	\$13,621	\$14,408	\$16,221	\$15,357	\$16,599	0
	Overtime Salary	0	0	0	0	0	0	0	
	Fringe	\$2,783	\$2,854	\$3,628	\$3,828	\$4,757	\$4,557	\$4,958	0
	Overtime Fringe	0	0	0	0	0	0	0	
	Other Operating	\$1,913	\$1,782	\$1,591	\$1,649	\$2,593	\$3,062	\$2,931	0
	Capital	\$0	\$685	\$14	\$61	\$17	\$15	\$76	0
TOTAL OPERATING EXPENDITURES		\$15,015	\$17,276	\$18,854	\$19,946	\$23,588	\$22,991	\$24,564	
	Debt Services	0	0	0	0	0	0	0	
	Reserves	0	0	0	0	0	0	0	
	Transfers	0	0	0	0	0	0	0	
	Other Non-Operating	0	0	0	0	0	0	0	
TOTAL NON OPERATING EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES		\$15,015	\$17,276	\$18,854	\$19,946	\$23,588	\$22,991	\$24,564	
REVENUES LESS EXPENDITURES		\$0	\$0	\$0	\$0	\$0	\$904	\$0	

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alternate
Full-Time Positions Budgeted =	251	249	257	278	277	282	282	
Full-Time Positions Filled =	246	236	251	247		282		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

344

Activity: Administration
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
Reimbursements from Taxing Jurisdictions	\$1,098	\$1,972	\$2,118	\$1,961	\$1,626	\$1,933	\$2,033	
TOTAL REVENUE	\$1,098	\$1,972	\$2,118	\$1,961	\$1,626	\$1,933	\$2,033	
EXPENDITURES								
Salary	\$902	\$1,243	\$1,626	\$1,231	\$1,434	\$767	\$1,189	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$486	\$389	\$514	\$396	\$509	\$231	\$601	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$1,913	\$1,610	\$1,441	\$1,527	\$1,630	\$2,118	\$1,926	0
Capital	\$0	\$674	\$1	\$10	\$0	\$1	\$6	0
TOTAL OPERATING EXPENDITURES	\$3,301	\$3,916	\$3,582	\$3,164	\$3,573	\$3,117	\$3,722	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$3,301	\$3,916	\$3,582	\$3,164	\$3,573	\$3,117	\$3,722	
REVENUES LESS EXPENDITURES	\$-2,203	\$-1,944	\$-1,464	\$-1,203	\$-1,947	\$-1,184	\$-1,689	

345

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	13	13	13	13	13	13	13	
Full-Time Positions Filled =	12	12	12	12		13		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

346

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	Desired Outcomes
Alternate Level of Assessment criteria set by the State, minimum ratio level of 90%	97.1	95.6	97.8	96.7	97	97	97	ES8-5

Comments/Justification: State required criteria official in July of the coming assessment roll year.

Number of Value Adjustment Board Hearing Petitions	n/a	n/a	26,346	34,975	40,200	40,200	42,210	ES8-5
--	-----	-----	--------	--------	--------	--------	--------	-------

Comments/Justification: Number of properties heard on appeal before the Value Adjustment Board

347

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
2	Legal Specialist	63	0	0	63	46	12	5	0	No	No	1	ES8-5

COMMENTS/JUSTIFICATION: To provide litigation support necessary to increase the number of Department challenges to VAB reductions. Based on historical data the position will produce approximately \$300,000 in annual operating revenue.

6	County Department monogramed shirts and jackets for the field inspectors.	20	0	0	20	0	0	0	0	No	No	0	ES8-5
---	---	----	---	---	----	---	---	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: As part of the Manager's branding initiative and to provide a professional appearance that will easily identify the Department's field staff as County employees, the Department would like to purchase monogram shirts for all their field staff.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Overtime	45	0	0	45	45	0	0	0	No	0	ES8-5
COMMENTS/JUSTIFICATION: Eliminate overtime in FY 2006-07 as part of departmental savings plan.												
2	Additional Attrition	445	0	0	445	347	98	0	0	No	0	ES8-5
COMMENTS/JUSTIFICATION: As part of the Department's saving plan, the Department will adjust the attrition level by 2% to better reflect the normal business cycle.												
3	Advertizing Dollars	55	0	0	55	0	0	55	0	No	0	ES8-5
COMMENTS/JUSTIFICATION: As part of the Department's proposed savings plan the elimination of the Department's advertising budget which includes 30k for PSP, 15k for general publicity, and 10k for ads.												
4	Training budget	14	0	0	14	0	0	14	0	No	0	ES8-5
COMMENTS/JUSTIFICATION: As part of the Department's saving's plan departmental training will be reduced. This may hinder the timely initiation of the Department's CAMA system.												

Activity: Information Systems & Technical Services
A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$395	\$538	\$910	\$1,217	\$1,473	\$1,538	\$904	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$92	\$118	\$243	\$333	\$481	\$456	\$263	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$172	\$150	\$121	\$963	\$944	\$1,005	0
Capital	\$0	\$11	\$13	\$51	\$17	\$14	\$70	0
TOTAL OPERATING EXPENDITURES	\$487	\$839	\$1,316	\$1,722	\$2,934	\$2,952	\$2,242	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$487	\$839	\$1,316	\$1,722	\$2,934	\$2,952	\$2,242	
REVENUES LESS EXPENDITURES	\$-487	\$-839	\$-1,316	\$-1,722	\$-2,934	\$-2,952	\$-2,242	

350

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	10	10	25	25	28	17	17	
Full-Time Positions Filled =	9	9	25	25		17		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Implement CAMA System	n/a	n/a	n/a	n/a	Phase 1- Oct. 31	Oct. 31	Phase 2-Jan. 31	ES8-5

Comments/Justification: The CAMA system will allow the department to perform its statutorily required functions in a more effective and productive manner by integrating the department's existing software applications into one comprehensive system

Number of Annual "Unique Visitors" to Website (in thousands)	319	896	1,317	1,222	1,509	1,509	1,660	ES8-5
--	-----	-----	-------	-------	-------	-------	-------	-------

Comments/Justification: Number of individuals that log onto the Property Appraiser's website for the first time

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
5	Personal Computer budget	50	0	0	50	0	0	0	0	No	0	ES8-5

COMMENTS/JUSTIFICATION: As part of the Department's savings plan a proposed reduction in the Department's computer budget is proposed. As a result of this reduction, the department will be limited in the aquisition of PC's, pheriphals, and possible needed repairs

354

Activity: Operations

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt. Rec.
REVENUE								
TOTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES								
Salary	\$9,022	\$10,174	\$11,085	\$11,960	\$13,314	\$13,052	\$14,506	0
Overtime Salary	0	0	0	0	0	0	0	
Fringe	\$2,205	\$2,347	\$2,871	\$3,099	\$3,767	\$3,870	\$4,094	0
Overtime Fringe	0	0	0	0	0	0	0	
Other Operating	\$0	\$0	\$0	\$1	\$0	\$0	\$0	0
Capital	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	\$11,227	\$12,521	\$13,956	\$15,060	\$17,081	\$16,922	\$18,600	
Debt Services	0	0	0	0	0	0	0	
Reserves	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	
OthNonOper	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	\$11,227	\$12,521	\$13,956	\$15,060	\$17,081	\$16,922	\$18,600	
REVENUES LESS EXPENDITURES	\$-11,227	\$-12,521	\$-13,956	\$-15,060	\$-17,081	\$-16,922	\$-18,600	

355

B) POSITIONS

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	FY 2006-07
	Actual	Actual	Actual	Actual	Budget	Projection	Base	Alt.
Full-Time Positions Budgeted =	228	226	219	240	236	252	252	
Full-Time Positions Filled =	225	215	214	210		252		
Part-time FTEs Budgeted =								
Temporary FTEs Budgeted =								

356

D) PERFORMANCE INFORMATION FOR THIS ACTIVITY (AT BASE LEVEL)

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07	Desired Outcomes
Description	Actual	Actual	Actual	Actual	Budget	Projection	Base Budget Submission	
Inspection cycle for real estate and condominium completed by April 30.	April 30, 2001	April 30, 2002	April 30, 2003	April 30, 2004	April 30, 2005	April 30, 2006	April 30, 2007	ES8-5
Comments/Justification: Processing deadlines set by the Department to meet the State Department of Revenue's mandated July 1 Tax Roll submission date for the certified assessment roll.								
Property ownership and sales information processing.	Jan 31, 2001	Jan. 31, 2002	Jan. 31, 2003	Jan. 31, 2004	Jan. 31, 2005	Jan. 31, 2006	Jan. 31, 2007	ES8-5
Comments/Justification: Processing deadline set to meet Department of Revenue's requirements.								
Completion of sales analysis/pricing cycle	June 22, 2001	June 22, 2002	June 22, 2003	June 30, 2004	June 30, 2005	June 30, 2006	June 30, 2007	ES8-5
Comments/Justification: Cycle deadline set to meet Department of Revenue mandate of July 1 Tax Roll submission date.								
Percentage of public service requests resolved within 72 hours.	n/a	n/a	n/a	96%	96%	96%	96%	ES1-4
Comments/Justification: Information requests on assessment, exemptions, and other tax related matters being forwarded to the Department by the 311 Answer Center for a response								
Percentage of early filed exemption applications processed by March 1.	n/a	n/a	n/a	57.5%	75%	75%	75%	ES1-4
Comments/Justification: Milestones set by the Department to ensure that State required deadlines are met								
Completion of personal property field inspections	Feb. 25	Feb. 25	Feb. 25	Feb. 28	Feb. 28	Feb. 28	Feb. 28	ES8-5
Comments/Justification: Processing deadlines set to meet the State Department of Revenue mandated July 1 Tax Roll submission date.								
Tangible personal property returns review completed.	Jun. 13	Jun. 13	Jun. 13	Jun. 20	Jun. 30	Jun. 30	Jun. 30	ES8-5
Comments/Justification: Processing deadlines set to meet the State Department of Revenue mandated July 1 Tax Roll submission date.								
Number of Public Service Requests (PSRs)	n/a	n/a	n/a	5,187	15,798	15,798	23,600	ES1-4
Comments/Justification: The number of public service requests handled by the 311 Answer Center on behalf of the Department								
Number of Exemption Applications Received	66,497	79,814	80,506	91,660	92,334	92,334	108,000	ES1-4
Comments/Justification: The total yearly intake by the Department of exemption applications								

E) FY 2006-07 PROPOSED ENHANCEMENTS FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	CURRENT YR. APP. OVERAGE?	POSITION CHANGE	DESIRED OUTCOMES
1	Real Estate Evaluators for Public Service: 2 REE2 and 3 REE1	339	0	0	339	234	80	25	0	Yes	Yes	5	ES4-1

COMMENTS/JUSTIFICATION: Additional staff is requested to handle the increase in Public Service Requests (PSRs). These were generated by the Department's transition to the 311 initiative.

3	An Income Specialist for the Agricultural Section	84	0	0	84	67	17	5	0	No	No	1	ES8-5
---	---	----	---	---	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: As part of the County Manager's directive to analyze financial documents of those taxpayers applying for agricultural classification, the funding requested will allow for one individual that will review the documents in an effort to improve the scrutiny by which agricultural classification is granted.

4	Bankruptcy Evaluation Specialists	77	0	0	77	61	11	5	0	No	No	1	ES8-5
---	-----------------------------------	----	---	---	----	----	----	---	---	----	----	---	-------

COMMENTS/JUSTIFICATION: Position needed to represent the County's interest at bankruptcy hearings as required by the Federal Bankruptcy Court. Work load has increased from approximately 10 folios a year in 2002 to over 180 folios in 2005. Each case requires extensive research in preparation for each hearing. Current case load is defending over \$200,000,000 in Personal Property value.

5	Public Outreach Program as per Ordinance.	100	0	0	100	0	0	100	0	No	No	0	ES1-4
---	---	-----	---	---	-----	---	---	-----	---	----	----	---	-------

COMMENTS/JUSTIFICATION: As part of the public outreach program per Resolution 701.05, the Department is requesting funding for the necessary promotional materials to distribute at various community outreach presentations, prepare public opinion surveys, send informational mailings, conduct public educational programs and workshops.

F) FY 2006-07 REDUCTIONS IF NECESSARY FOR THIS ACTIVITY (IN PRIORITY ORDER) (FROM BASE)

PRIORITY	DESC.	CW COST	UMSA COST	OTHER COST	TOTAL COST	SALARY	FRINGE	OTHER OPER.	CAPITAL	APPROVED?	POSITION CHANGE	RELATED OUTCOME
1	Overtime	28	0	0	28	0	0	0	0	No	0	ES8-5

COMMENTS/JUSTIFICATION: Eliminate overtime in FY 2006-07 as part of the Department's savings plan. However, the Department may request additional overtime dollars if needed in April-June of 2007 to meet mandatory July 1 deadline

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Property Appraisal

(\$ in 000s)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS FROM PROPERTY APPRAISAL

Department(to)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Communications	Communications Department for Promotional Spots Program	No	\$0	\$30	\$30	\$30	\$30	\$30	\$30
Total Transfer to other Departments			\$0	\$30	\$30	\$30	\$30	\$30	\$30

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS TO PROPERTY APPRAISAL

Department(from)	Reason and Source	Confirmed?	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Budget Submission
Total Transfer from other Departments									

may include capital funds as well

360

SELECTED LINE ITEM HIGHLIGHTS

Department: Property Appraisal

(\$ in 000s)

Line Item Highlight	Subobject(s)	FY 2001-02 Actual	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2005-06 Projection	FY 2006-07 Base Submission
Contract Temporary Employee Costs	21514	\$19	\$30	\$49	\$44	\$67	\$67	\$69
Travel Costs	31210	\$7	\$14	\$10	\$7	\$10	\$10	\$10
Overtime	00160	\$127	\$144	\$271	\$237	\$50	\$34	\$50
GSA Printing and Reproduction	26050	\$110	\$77	\$64	\$419	\$140	\$250	\$260
GSA Postage	26051	\$351	\$483	\$518	\$197	\$545	\$585	\$618

361

CAPITAL FUNDED REQUESTS REVENUE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

DEPARTMENT:

Property Appraisal

	2005-06	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Other County Sources										
Capital Outlay Reserve	1,738	7,168	0	0	0	0	0	0	0	7,168
Total:	1,738	7,168	0	0	0	0	0	0	0	7,168
Department Total:	1,738	7,168	0	0	0	0	0	0	0	7,168

362

CAPITAL FUNDED REQUESTED EXPENDITURE SUMMARY

(\$ in 000s)

2006-07 Proposed Capital Budget and Multi-Year Capital Plan

Enabling Strategies

	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Departmental Information Technology Projects									
COMPUTER-AIDED MASS APPRAISAL SYSTEM		4,978	2,190	0	0	0	0	0	7,168
Department Total:									
		4,978	2,190	0	0	0	0	0	7,168

363